

INTERNATIONAL FEDERATION OF LIBRARY ASSOCIATIONS AND INSTITUTIONS

# **ISBD(CM):**

## **International Standard Bibliographic Description for Cartographic Materials**

Revised edition

Recommended by the ISBD Review Committee

Approved by the Standing Committees of the  
IFLA Section on Cataloguing and the  
IFLA Section of Geography and Map Libraries

IFLA Universal Bibliographic Control and International MARC Programme  
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## INTRODUCTION

International Standard Bibliographic Description arose out of a resolution of the International Meeting of Cataloguing Experts, organized by the IFLA Committee on Cataloguing at Copenhagen in 1969, that a standardization of the form and content of bibliographic description be established.<sup>1</sup> The International Standard Bibliographic Description for Monographic Publications was the first of the ISBDs created pursuant to the mandate of 1969. The first text of the ISBD(M) was published in 1971 as a set of recommendations. By 1973 this text had been adopted by a number of national bibliographies and, with translations of the original English text into several other languages, had been taken into account by a number of cataloguing committees in redrafting national rules for description. By this time it had also been noted that the printed word is only one of the means of documentary transmission through which the communication needs of individuals and institutions are served, and that a standardized descriptive structure for documentary materials other than books should be addressed by IFLA's programme for International Standard Bibliographic Description. Late in 1973 the IFLA Sub-section of Geography and Map Libraries suggested the establishment of a Joint Working Group with the IFLA Committee on Cataloguing to draft an International Standard Bibliographic Description for maps, and by early October 1974 the Working Group had been established. Almost two years of intense work followed with three successive drafts of the full text produced.

In August 1975 the Joint Steering Committee for Revision of the Anglo-American Cataloguing Rules proposed to the IFLA Committee on Cataloguing that a general international standard bibliographic description suitable for all types of library materials should be developed, and the ISBD(G) was published in 1977. The work on the ISBD(CM) was fully coordinated with the developing ISBD(G), and thus when the first published ISBD(CM) appeared (also in 1977) as the recommendations of the Joint Working Group, it conformed to the structure of the ISBD(G).

In August 1977, at meetings held during the IFLA World Congress, Brussels, the Standing Committee of the IFLA Section on Cataloguing made important new decisions in relation to IFLA's programme of ISBDs. It was agreed that all ISBD texts would be fixed to a life of five years, after which revision would be considered for all the texts, or for particular texts. Consequent on this decision, an ISBD Review Committee was formed by IFLA and met in London on 10-11 August 1981. Plans were made to review and revise as necessary the four ISBDs: ISBD(CM), ISBD(NBM), ISBD(S) (all first published in 1977), and ISBD(M) (latest edition published in 1978). A working group was appointed for each ISBD, with the chairman in each case selected from the membership of the ISBD Review Committee. Several years of experience with these four ISBDs had shown that they are widely consulted (as when used as standard source documents for the production of cataloguing codes) and are also widely applied (as in the case of countries without national cataloguing codes). This practical experience with the texts provided many valuable ideas for their further improvement, and the following major actions were identified as necessary:

- (1) clarify wording and achieve consistency of definitions and stipulations;
- (2) make the ISBDs hospitable to non-roman scripts;
- (3) review the use of the equals sign;
- (4) include more and better examples;
- (5) consider the comments especially from IASA and IAML on (NBM).

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<sup>1</sup> Report of the International Meeting of Cataloguing Experts, Copenhagen, 1979. *Libri*, vol. 20 no. 1, 1970; pp. 115-116.

The need for action relating to consistency arose from the fact that the separately produced texts needed particularly to be harmonized for wording, inclusion of stipulations, etc., with specifications made identical in the four texts, insofar as the characteristics of the four different categories of material would allow.

When it became clear that the harmonization mentioned above would entail most of the work, the IFLA International Office for UBC produced an editorial document to guide the task of harmonization. A second meeting of the ISBD Review Committee was held, also in London, 19-21 January 1983, and the first revised drafts were mailed soon thereafter, with a review period held 31 July 1983-31 January 1984. Comments were received from individuals and institutions worldwide, providing many helpful points for the working groups to consider as they continued to work on the necessary revisions.

The chairmen of the working groups produced a second draft of the four revised texts taking all suggestions and comments into account, and a third draft was subsequently produced by staff at the Library of Congress on the basis of a harmonizing comparison of the four texts. This third draft was resubmitted to the chairmen who reviewed it, made necessary emendations and pointed to unresolved problems. In a final exercise, in consultation with the four chairmen and with Barbara Jover (then UBC Programme Officer), all problems were resolved and a final text was produced. All of the work from the point of the first drafts onward entailed more time and more work than was anticipated by the schedules formulated in 1981 and 1983. Acknowledgement must be given to all who commented on drafts or who served in any other way as informal consultants. For the work done for all texts, to ensure that decision making was coordinated and that decisions made were implemented accurately, special thanks are due also both to Barbara Jover and to staff at the Library of Congress.

The ISBD(CM) includes an index and four appendices. The first appendix offers a generally standardized prescription for the special technique of multi-level description. The second appendix carries out a measure of the thrust mentioned above to satisfy users working with oriental publications: it provides a brief sketch of the way in which data should be transcribed when partly in a script reading from right to left and partly in a script reading from left to right. The third appendix contains a list of specific material designations. A final appendix conveys the examples formulated to offer an illustration of the result of applying ISBD stipulations in all areas of a record.

This new edition of the ISBD(CM) has been approved by the IFLA Section on Cataloguing and the IFLA Section of Geography and Map Libraries.

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## **0 PRELIMINARY NOTES**

### **0.1 Scope, purpose and use**

#### **0.1.1 Scope**

The International Standard Bibliographic Description for Cartographic Materials - referred to hereinafter as the ISBD(CM) - specifies the requirements for the description and identification of such materials, assigns an order to the elements of the description and specifies a system of punctuation for the description. Its provisions relate first to the bibliographic records produced by national bibliographic agencies (in issues of the printed national bibliography, in other printed records and in associated machine-readable data files), and second to bibliographic records of other cataloguing agencies, whether in machine-readable or printed form. (In the case of bibliographic data stored in a machine-readable medium, the ISBDs prescribe display conventions for eye-readable output, such as online displays or printed products, rather than the data structure used within the machine-readable medium itself.)

Cartographic materials are all materials representing, in whole or in part, the earth or any celestial body at any scale, such as two- and three-dimensional maps and plans; digital maps; aeronautical, navigational and celestial charts; globes; block-diagrams; map sections; aerial, satellite and space photographs; remote-sensing imagery; atlases; bird's-eye views, etc.

ISBD(CM) is primarily concerned with current publications in eye-readable form, such as printed maps, plans and globes. It also makes some provisions for the special cataloguing problems of older publications and manuscript maps.

ISBD(CM) is one of several published ISBDs; the others cover monographic publications (ISBD(M)), pre-1801 monographs (ISBD(A)), printed music (ISBD(PM)), non-book materials (ISBD(NBM)), serials (ISBD(S)). Each ISBD is intended to embody a coherent set of stipulations for the category of materials with which it deals. Users will, on occasion, need to refer to several ISBDs, either for the purpose of describing an item falling within the sphere of interest of two separate ISBDs (for example, a map published as a microform), or for guidance on such matters as the treatment of special data for which the ISBD(CM) does not provide (for example, for the pagination of atlases). All the ISBDs are based on the general ISBD (ISBD(G)) (see comparative outline at 0.3).

#### **0.1.2 Purpose**

The primary purpose of the ISBDs is to provide the stipulations for compatible descriptive cataloguing worldwide in order to aid the international exchange of bibliographic records between national bibliographic agencies and throughout the international library and information community. By specifying the elements of a bibliographic description and by prescribing the order in which those elements should be presented and the punctuation by which they should be demarcated, the ISBDs aim to (A) make records from different sources interchangeable, so that records produced in one country can be easily accepted in library catalogues or other bibliographic lists in any other country; (B) assist in the interpretation of records across language barriers, so that records produced for users of one language can be interpreted by users of other languages; and (C) assist in the conversion of bibliographic records to machine-readable form.

### 0.1.3 Use

The ISBDs provide stipulations to cover the maximum amount of descriptive information required in a range of different bibliographic activities, and therefore include elements which are essential to one or more of those activities, but not necessarily to all.

It is recommended that the national bibliographic agency in each country, in accepting the responsibility of creating the definitive record for each item issued in that country, prepare the definitive description containing all the mandatory elements set out in the relevant ISBD insofar as the information is applicable to the item being described. Certain elements are designated as optional and information on these can be included or omitted at the discretion of the agency.

Other cataloguing organizations have a wider choice as they are not providing the definitive record for international exchange. They can select ISBD elements, mandatory or optional, for inclusion in their own records, provided that the elements selected are given in the prescribed order and transcribed with the prescribed punctuation according to the relevant ISBD.

The ISBD description forms a part of a complete bibliographic record and is not normally used by itself. The other factors which make up a complete bibliographic record, such as headings, subject information, uniform titles, filing devices and tracings, are not included in the ISBD stipulations. The rules for such factors are normally given in cataloguing codes.

## 0.2 Definitions

Definitions are given for those terms used in the ISBD(CM) in a special sense, or in one of several senses in general use. Some terms used in the normal bibliographic sense are also defined.

<b>Accompanying material</b>	Any material accompanying the main part(s) of the item being described, and intended to be used with it.
<b>Accompanying material statement</b>	A brief description of accompanying material.
<b>Alternative title</b>	The second part of a title proper that consists of two parts (each of which has the form of a title), joined by the word "or" or its equivalent in another language.
<b>Area</b>	A major section of the bibliographic description, comprising data of a particular category or set of categories.
<b>Avant-titre</b>	Other title information introducing the title proper, and occurring above the item's title proper on the item.
<b>Bibliographic description</b>	A set of bibliographic data recording and identifying an item.
<b>Common title</b>	That part of the title which is carried by a group of related items in addition to their different section titles. The common title serves to indicate this relationship and together with the section title identifies a given item. The common title may also be common to a main item and its



supplement(s) and to a main series and its sub-series when the supplement(s)/sub-series has (have) dependent title(s).

<b>Container</b>	Any housing for an item, a group of items, or part of an item, which is physically separable from the material being housed.
<b>Dependent title</b>	A title which by itself is insufficient to identify an item and which requires the addition of the common title, or the title of the main item or the title of the main series. Examples are section titles, some supplement titles and some titles of sub-series.
<b>Edition</b>	All copies of an item produced from substantially the same original input and issued by the same agency, whether by direct contact or by photographic or other methods. See also Facsimile reprint.
<b>Edition statement</b>	A word or phrase, or a group of characters, indicating that an item belongs to an edition.
<b>Element</b>	A word or phrase, or a group of characters, representing a distinct unit of bibliographic information and forming part of an area of the bibliographic description.
<b>Facsimile reprint</b>	An item in which the main part is reproduced exactly from an earlier edition.
<b>General material designation</b>	A term indicating, broadly, the class of material to which an item belongs.
<b>Impression</b>	All copies of an edition produced at one time or in one operation.
<b>ISBN (International Standard Book Number)</b>	A ten-figure number including a check digit and preceded by an alphabetic prefix. The ISBN identifies an edition of a work issued by one specific publisher and is unique to that edition. It is assigned by the national ISBN agency and is based on the ISO standard ISO 2108-1978.
<b>ISSN (International Standard Serial Number)</b>	An eight-figure number including a check digit and preceded by an alphabetic prefix. The ISSN together with the key title uniquely identifies a particular serial title (see <i>ISDS Manual</i> , Part 1). It is assigned by the International Serials Data System (ISDS) and is based on the ISO standard ISO 3297-1986.
<b>Item</b>	A physical manifestation of a work or group of works in any form, considered as an entity and as such forming the basis for a single bibliographic description.
<b>Main series</b>	A numbered series which contains one or more sub-

series.

**Map projection**

Any systematic arrangement of meridians and parallels portraying the curved surface of a celestial sphere or spheroid upon a plane.

**Map series**

A number of related but physically separate and bibliographically distinct cartographic units intended by the producer(s) or issuing body or bodies to form a single group. For bibliographic treatment, the group is collectively identified by any commonly occurring unifying characteristic or combination of characteristics including a common designation (e.g. collective title, number, or a combination of both); sheet identification system (including successive or chronological numbering systems); scale; publisher; cartographic specifications; uniform format; etc.

**Map series designation**

Coded numeric or alphanumeric identification applied to a map series by the publisher.

**Map sheet title**

The title proper of an individual map sheet of a map series, exclusive of the map series title.

**Multi-level description**

A method of bibliographic description based on the division of descriptive information into two or more levels. The first level contains information common to the whole or main publication. The second and subsequent levels contain information relating to the individual unit.

**Multi-part item**

Material comprising two or more distinct items, no one of which is identifiable as being of primary importance.

**Numbering**

The identification of each of the successive issues of a series. The designation can include a number, a letter, any other character or the combination of these, and the pertaining denomination (volume, number, etc.), and/or a date.

**Other title information**

A word or phrase, or a group of characters, appearing in conjunction with, and subordinate to, the title proper of the item. Other title information also occurs in conjunction with, and subordinate to, other titles (e.g. parallel titles, titles of individual works contained in the item, titles in series/sub-series statements). Other title information qualifies, explains or completes the title to which it applies, or is indicative of the character, contents, etc., of the item or the works contained in it, or is indicative of the motive for, or the occasion of, the item's production. The term includes sub-titles and avant-titres, but does not include variant titles (i.e. other forms of the title proper).

**Parallel edition statement**

The edition statement in another language and/or script.

<b>Parallel title</b>	The title proper (or the title of an individual work given on an item with no collective title proper) in another language and/or script; or a title in another language and/or script presented as an equivalent of the title proper. Parallel titles also occur in conjunction with the titles proper in series/sub-series statements.
<b>Prescribed punctuation</b>	Punctuation supplied by the bibliographic agency to precede or enclose the information given in each element (except the first element of area 1) or area of the bibliographic description.
<b>Scale</b>	The ratio of distances on cartographic items to the actual distances they represent.
<b>Section title</b>	The title specific to a section which serves to distinguish one part of a group of related serials having a common title. The section title is dependent on the common title for identification of a serial whether distinctive or not.
<b>Series</b>	A group of separate items related to one another by the fact that each item bears, in addition to its own title proper, a collective title applying to the group as a whole, i.e. the title proper of a series. The separate items may or may not be numbered and/or lettered.
<b>Series statement</b>	The main elements identifying a series, including any numbering of the separate items within the series. Also includes a statement that an item forms part of a multi-part item. (See also Sub-series statement.)
<b>Sheet</b>	A single piece of paper, vellum, etc., other than a broadside, with manuscript or printed matter on one or both sides.
<b>Specific material designation</b>	The term indicating the specific class of material to which the item belongs (see Appendix C).
<b>Statement of responsibility</b>	Name(s), phrase(s) or group(s) of characters relating to the identification and/or function of any persons or corporate bodies responsible for or contributing to the creation or realization of the intellectual or artistic content of a work. Statements of responsibility may occur in conjunction with titles (e.g. the title proper, parallel titles, titles of individual works contained in the item, titles in series statements) or in conjunction with edition statements.
<b>Sub-series</b>	A series which appears as part of a numbered series (main series). The sub-series may or may not have a title dependent on that of the main series. (See also Common title, Dependent title.)

<b>Sub-series designation</b>	Word or lettering or numbering or a combination of these, following the title of the main series, which can stand alone or in conjunction with the title of the sub-series.
<b>Sub-series statement</b>	The main elements identifying a sub-series, including any numbering of the separate items within the sub-series. In the case of a sub-series the title of which is dependent on the title of the main series, the sub-series statement includes both the title of the series and the sub-series, and may include a sub-series designation. (See also Series statement.)
<b>Title</b>	A word or phrase, or group of characters, usually appearing on the item, naming the item or the work (or any of a group of individual works) contained in it. An item may have several titles (e.g. on the item itself, on the container, or on the accompanying text or brochure), and these titles may be identical or may differ from one another.
<b>Title proper</b>	The chief title of an item, i.e. the title of an item in the form in which it appears on the item. The title proper includes any alternative title, but excludes parallel titles and other title information. For items containing several individual works the title proper is the collective title. Items containing several individual works and lacking a collective title are considered not to have a title proper.

0.3 **Comparative outline of the ISBD(G) and the ISBD(CM).**

- 0.3.1 Outline of the ISBD(G) **see p. 7**
- 0.3.2 Outline of the ISBD(CM) **see p. 8**

### 0.3.1 Outline of the ISBD(G)

<i>Area</i>	<i>Prescribed preceding (or enclosing) punctuation for elements</i>	<i>Element</i>
<i>Note: Each area, other than the first, is preceded by a point, space, dash, space (. –)</i>		
1. Title and statement of responsibility area	[ ]	1.1 Title proper
	=	1.2 General material designation
	:	1.3 Parallel title
	:	1.4 Other title information
	/	1.5 Statements of responsibility
	/	First statement
	;	Subsequent statement
2. Edition area	=	2.1 Edition statement
	=	2.2 Parallel edition statement
	=	2.3 Statements of responsibility relating to the edition
	/	First statement
	;	Subsequent statement
	,	2.4 Additional edition statement
	,	2.5 Statements of responsibility following an additional edition statement
	/	First statement
	;	Subsequent statement
3. Material (or type of publication) specific area		
4. Publication, distribution etc., area		4.1 Place of publication, distribution, etc.
		First place
	;	Subsequent place
	:	4.2 Name of publisher, distributor, etc.
	[ ]	4.3 Statement of function of publisher, distributor, etc.
	,	4.4 Date of publication, distribution, etc.
	(	4.5 Place of manufacture
:	4.6 Name of manufacturer	
,	4.7 Date of manufacture	
5. Physical description area		5.1 Specific material designation and extent of item
	:	5.2 Other physical details
	;	5.3 Dimensions of item
	+	5.4 Accompanying material statement

0.3.2 Outline of the ISBD(CM)

<i>Area</i>	<i>Prescribed preceding (or enclosing) punctuation for elements</i>	<i>Element</i>
<i>Note: Each area, other than the first, is preceded by a point, space, dash, space (. –)</i>		
1. Title and statement of responsibility area	[ ] = : / ;	1.1 Title proper
		1.2 General material designation ( <i>optional</i> )
		*1.3 Parallel title
		*1.4 Other title information
		1.5 Statements of responsibility First statement *Subsequent statement
2. Edition area	/ ;	2.1 Edition statement
		2.3 Statements of responsibility relating to the edition First statement *Subsequent statement
3. Mathematical data area	; ( ;)	3.1 Statement of scale
		3.2 Statement of projection
		3.3 Statement of coordinates ( <i>optional</i> )
		3.4 Statement of equinox
4. Publication, distribution, etc., area	; : [ ] , ( : ,)	4.1 Place of publication and/or distribution First place *Subsequent place
		*4.2 Name of publisher and/or distributor
		4.3 Statement of function of distributor ( <i>optional</i> )
		4.4 Date of publication and/or distribution
		*4.5 Place of printing or manufacture ( <i>optional</i> )
		*4.6 Name of printer or manufacturer ( <i>optional</i> )
		4.7 Date of printing or manufacture ( <i>optional</i> )
5. Physical description area	: ; +	5.1 Specific material designation and extent
		5.2 Other physical details
		5.3 Dimensions
		*5.4 Accompanying material statement ( <i>optional</i> )

Area	<i>Prescribed preceding (or enclosing) punctuation for elements</i>	<i>Element</i>
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*Note: Each area, other than the first, is preceded by a point, space, dash, space (. –)*

6. Series area	<i>Note: A series statement is enclosed by parentheses. When there are two or more series statements, each is enclosed by parentheses.</i>	=	6.1	Title proper of series
		:	6.2	Parallel title of series
		:	6.3	Other title information of series
		/	6.4	Statements of responsibility relating to the series
		;		First statement
		,		Subsequent statement
		;	6.5	International Standard Serial Number of series
		.	6.6	Numbering within series
		=	6.7	Enumeration and/or title of sub-series
		:	6.8	Parallel title of sub-series
		:	6.9	Other title information of sub-series
		/	6.10	Statements of responsibility relating to the sub-series
		;		First statement
,		Subsequent statement		
;	6.11	International Standard Serial Number of sub-series		
;	6.12	Numbering within sub-series		
7. Note area				
8. Standard number (or alternative) and terms of availability area	=		8.1	Standard number (or alternative)
		:	8.2	Key title
		:	8.3	Terms of availability and/or price
		( )	8.4	Qualification (in varying positions)

Area	<i>Prescribed preceding (or enclosing) punctuation for elements</i>	Element
<i>Note: Each area, other than the first, is preceded by a point, space, dash, space (. –)</i>		
6	Series area	6.1 Title proper of series or sub-series
	.	*6.2 Parallel title of series or sub-series
	<i>Note: A series statement is enclosed by parentheses. When there are two or more series statements, each is enclosed by parentheses</i>	: *6.3 Other title information of series or sub-series ( <i>optional</i> )
		6.4 Statements of responsibility relating to series or sub-series
	/	First statement
	;	*Subsequent statement
	,	6.5 International Standard Serial Number of series or sub-series
	;	6.6 Numbering within series or sub-series
7	Note area	
8.	Standard number (or alternative) and terms of availability	: 8.1 Standard number (or alternative) 8.3 Terms of availability and/or price ( <i>optional</i> )

**General notes on the outline of ISBD(CM):**

- A. Optional elements are indicated as such (see 0.1.3).
- B. Elements preceded by an asterisk can be repeated when necessary.
- C. Areas 6 (Series), 7 (Note) and 8 (Standard number, etc.) can be repeated when necessary.
- D. In the above outline, the terms "first statement ...", "subsequent statement ...", and the like, denote the order in which these statements are given in the description and have no other connotation.
- E. No provisions are included in the ISBD(CM) for element 8.2 of the ISBD(G) outline (Key title). Provisions regarding qualifications to a standard number (or alternative) or to a statement of terms of availability and/or price (element 8.4 of the ISBD(G)) are included in elements 8.1 and 8.3 respectively, rather than as a separate element.

Whenever information normally associated with one area or element appears in the item linked linguistically as an integral part of another area or element, it is transcribed as such.



## 0.4 Punctuation

0.4.1 Each element of the description, except the first element of area 1, is either preceded or enclosed by prescribed punctuation (see 0.4.3 for other exceptions). Prescribed punctuation is preceded and followed by a space (a single space on a typewriter or an em space in printing) with the exception of the comma (,) and the point (.) which are only followed by a space. The inclusion of other punctuation with normal spacing is at the discretion of the national bibliographic agency or cataloguing organization, as is the spacing before and after such punctuation. ISBD punctuation is retained even when this results in double punctuation (but see 0.4.7). For the punctuation of scripts written from right to left, see 0.4.11.

0.4.2 Parentheses, i.e. curved brackets ( ( ) ) and square brackets ( [ ] ) (see 0.4.8), are each to be treated as a single punctuation symbol, and the preceding space comes before the first (opening) parenthesis or square bracket and the following space comes after the second (closing) parenthesis or square bracket (but see 0.10). If parentheses or square brackets are preceded or followed by prescribed punctuation that ends or begins with a space, only one space is given.

0.4.3 Each area of the ISBDs, other than area 1, is preceded by a point, space, dash, space (. – ), unless that area is clearly separated from the preceding area by paragraphing, typography or indentation, in which case the point, space, dash, space may be omitted or replaced by a point (.) given at the end of the preceding area.

0.4.4 When the first element of an area is not present in a description, the prescribed punctuation of the first element that is present is replaced by a point, space, dash, space (. – ) preceding the area.

0.4.5 When an area is repeated, each repetition is preceded by a point, space, dash, space (. – ), except (a) in the condition described in 0.4.3, and (b) as provided in area 6, punctuation pattern B-C, for multiple series statements.

0.4.6 When an element is repeated, each repetition is preceded by the prescribed punctuation appropriate to the element.

0.4.7 When an element ends with a point and the prescribed punctuation for the element which follows begins with a point, only one of the two points is given.

e.g. 3rd ed. –  
*not* 3rd ed.. –

And then ... – 4th ed.  
*not* And then .... – 4th ed.

0.4.8 Three punctuation symbols can be used in several areas:

A. Square brackets ( [ ] ) are prescribed punctuation to enclose particular elements in area 1 (see 1.2) and area 4 (see 4.3). Square brackets enclose information found outside the cartographic item (see 0.5) and interpolations in the description (see 0.6, 0.7, 0.10, 0.11). When successive elements within the same area are obtained from outside the prescribed source, they are enclosed in a single pair of square brackets unless one element is the general material designation, which is always enclosed in its own pair of square brackets. When successive elements are in different areas, each element is enclosed in a separate pair of square brackets.

- B. Marks of omission, i.e. three points (...), indicate the omission of some part of an element (see 0.7.1, 0.7.2).
- C. Parentheses ( ) are prescribed punctuation to enclose each series statement in area 6, to enclose certain elements in area 4, and to enclose information within particular elements in areas 3, 5 and 8.

One punctuation symbol, the plus sign ( + ) preceded and followed by a space, is prescribed punctuation in area 5 (see 5.4).

0.4.9 When in an area or an element the same information appears in two or more languages and/or scripts, the following provisions apply:

When one element is recorded in two or more languages and/or scripts, the information in each language and/or script after the first is preceded by a space, equals sign, space ( = ).

When, in a single area, two or more elements are recorded in two or more languages and/or scripts, the elements in each language and/or script are given together with the appropriate preceding punctuation for each element. The whole group of elements for the first language and/or script recorded is preceded by punctuation appropriate to the first element and each group after the first is preceded by a space, equals sign, space ( = ).

0.4.10 An area or element that does not apply to the item is not normally included in the description. The preceding or enclosing prescribed punctuation of such an area or element is also omitted.

0.4.11 When information is given in scripts written from right to left, commas and semi-colons used as prescribed punctuation are reversed when that is the style of the script. Similarly, the point, space, dash, space combination of prescribed punctuation reads from right to left and the meanings of open and closed parentheses and square brackets are reversed. The diagonal slash and groups of western arabic numerals which are not reversed in such scripts are not reversed when given.

See Appendix B for the treatment of information given both in scripts written from left to right and in scripts written from right to left.

The complete punctuation pattern for each area is set out at the beginning of the area.

## 0.5 Sources of Information

The information used in describing the cartographic item is taken from certain sources in the following order of preference.

1. The cartographic item, which includes:
  - A. The cartographic item itself.
  - B. The container (portfolio, cover, envelope, etc.) or case, the cradle and stand of a globe, etc., issued by the publisher or manufacturer of the item.
  - C. The accompanying text or brochure.

2. Sources outside the cartographic item such as a catalogue, bibliography, etc.

The first source of information is the source for areas 1, 2, 3, 4 and 6 where information taken from the second source is enclosed in square brackets ( [ ] ). Alternatively such information may be given in area 7.

#### 0.6 Language and script of the description

Elements in areas 1, 2, 3, 4 and 6 are normally transcribed from the item and are, therefore, wherever practicable, in the language(s) and/or script(s) in which they appear there. Interpolations are enclosed in square brackets and are given in the language and/or script of the context of that part of the description, except:

- prescribed abbreviations (see 0.7) and prescribed interpolations (see 0.10, 0.11);
- general material designation (see 1.2) and statement of function of distributor (see 4.3) which, when supplied, are given in the language and/or script chosen by the national bibliographic agency.

Terms used in areas 5, 7 and 8 are not enclosed in square brackets and are given in the language and/or script chosen by the national bibliographic agency, except:

- when variant title is provided in area 7;
- when quotations are provided in area 7.

The description of items appearing in scripts other than that used by the national bibliographic agency may, if necessary, be transliterated or transcribed without brackets into the script used by the agency.

#### 0.7 Abridgements and abbreviations

0.7.1 In exceptional cases the abridgement of certain elements in the description is permitted, provided the omission takes place at the end or in the middle of the element (e.g. a lengthy title proper, see 1.1.4). In such cases, the omission is indicated by marks of omission.

0.7.2 In the case of the abridgement of a single statement of responsibility consisting of the names of several persons or corporate bodies (see 1.5.4.2), the omission is indicated by marks of omission and the insertion of the prescribed abbreviation "et al." (= *et alii*, and others) enclosed in square brackets (or for non-roman script records, its equivalent in another script).

0.7.3 Other abbreviations are prescribed in specific stipulations (e.g. 4.1.11, 5.3.1).

0.7.4 In various stipulations in the ISBDs, provision is made for the use of "standard abbreviations" (e.g. in the edition statement, see 2.1.2) without specifying the forms of the abbreviations to be followed. These abbreviations are not prescribed but it is recommended that ISO 832-1975, *Documentation – Bibliographic References – Abbreviations of Typical Words*, or similar national standards, be used.

The abbreviations used throughout the ISBDs in the examples, other than those prescribed above in 0.7.2 and 0.7.3, are illustrative and not prescriptive.

0.7.5 Except for specifically prescribed or permitted abridgements and abbreviations, the transcription of data in areas 1, 2, 3 and 6 does not show abbreviations unless they appear in the source.

## 0.8 Capitalization

In general, the first letter of the first word of each area should be a capital; the first letter of the first word of some elements (e.g. general material designation, parallel title, alternative title, section title) should also be a capital. Other capitalization should follow the appropriate usage for the language(s) and/or script(s) used in the description (see 0.6). When more than one language and/or script appears in the description, each should be capitalized in accordance with the usage of that language and/or script even when this produces an inconsistent pattern of capitalization for the description as a whole.

## 0.9 Examples

The examples given throughout the ISBDs are illustrative and not prescriptive except when the stipulations specify that the form found in the example(s) is to be followed.

In the English text of the ISBDs the terms used and the words or short phrases added to the examples in areas 5, 7 and 8 are in English. It is anticipated that in translations of the ISBDs, such terms and words and phrases will be given in the language of the translation.

## 0.10 Misprints

Inaccuracies or misspelled words are transcribed as they appear on the item. They may be followed by "sic" or "!", enclosed in square brackets which are preceded and followed by a space ( [sic] or [!] ). Alternatively, the correct version may be added, enclosed in square brackets, the correction being preceded by "i.e.", or its equivalent in another language and/or script. Letters which have been omitted from misspelled words may be inserted, enclosed in square brackets (in this case not preceded or followed by a space).

e.g. Plane [sic] de Cherbourg  
    Barcelonette [i.e. Barcelonnette]

## 0.11 Symbols, etc.

A symbol or other matter that cannot be reproduced by the typographic facilities available (normally, characters that are neither numeric nor alphabetic) is replaced by its description or its equivalency in letters or words, as appropriate. The substitution is placed in square brackets and an explanatory note is made if necessary.

e.g. A \* may be expressed as [Ed.] A [bar, bar, bar, star]

## SPECIFICATION OF ELEMENTS

### 1 TITLE AND STATEMENT OF RESPONSIBILITY AREA

<b>Contents</b>	1.1	Title proper
	1.2	General material designation ( <i>optional</i> )
	1.3	Parallel titles
	1.4	Other title information
	1.5	Statements of responsibility

#### Punctuation pattern

- A. The general material designation is enclosed in square brackets, the first bracket being preceded and the second followed by a space ( [ ] ).
- B. Each parallel title is preceded by a space, equals sign, space ( = ).
- C. Each unit of other title information is preceded by a space, colon, space ( : ), unless a word or phrase is given on the item to link a second or subsequent unit with the preceding unit.
- D. The first statement of responsibility following any title is preceded by a space, diagonal slash, space ( / ).
- E. Each subsequent statement of responsibility is preceded by a space, semi-colon, space ( ; ), unless the statements are considered to form a single phrase.
- F. Titles of individual works by different authors contained in an item are separated by a point, space ( . ), unless a linking word or phrase is given on the item.
- G. Titles of individual works by the same author contained in an item are separated by a space, semi-colon, space ( ; ).
- H. In the case of a multi-part item, the part(s) of which are described on one level, the title of the part is separated from the title common to all parts, if any, by a point, space ( . ). When the part designation is followed by the part title, the part title is preceded by a comma, space ( , ).

#### *Examples*

Title proper [General material designation] = Parallel title = Parallel title / statement of responsibility

Title proper [General material designation] : other title information : other title information / statement of responsibility

Title proper [General material designation] : other title information = Parallel title : parallel other title information / statement of responsibility

Title proper [General material designation] / statement of responsibility = Parallel title / parallel statement of responsibility

Title proper [General material designation] / statement of responsibility ; second statement of responsibility ; third statement of responsibility

Title [General /material designation] ; title / statement of responsibility

Title [General material designation] / statement of responsibility

Title / statement of responsibility

Common title. Dependent title [General material designation]

Common title. Dependent title designation, Dependent title [General material designation]

## 1.1 Title proper

1.1.1 The title proper is the first element of the description even when it is preceded on the item by statements of responsibility, edition statements, series statements, publication statements, date, price or other matter which is not title information.

1.1.2 The title proper is the chief title of the item. The title proper can take various forms:

1.1.2.1 The title proper can consist of two parts (each of which may be considered to be a title) linked by the word "or" (or its equivalent in another language). (The second part is defined as the alternative title.)

e.g. Lutèce, ou, Premier plan de la Ville de Paris  
The West India atlas, or, A compendious description of the West Indies

1.1.2.2 The title proper can include numbers or letters in order to distinguish the title proper from other titles (e.g. scale statement, map series designation).

e.g. International map of the world 1:1 000 000  
World 1:5 000 000 series 1106  
North West Europe Army Air 1:250 000, GSGS 4042

1.1.2.3 The title proper can include a statement of responsibility, name of publisher or details relating to other descriptive elements (e.g. edition statement) when such information is linguistically an integral part of the title.

e.g. La Route Shell  
La Route Total de nuit  
Mundy's map of the twin cities Edmonton & Strathcona  
Johnson's Cody, Wyoming, street and avenue guide  
Champion map of Albany and Troy, N.Y., area  
The Oxford map of Qatar

1.1.2.4 When an item contains two or more individual works and bears a collective title as well as the titles of the individual works, the collective title is chosen as the title proper.

The titles of the individual works may be given in area 7 (see 7.7.1).

e.g. Cartes pour servir à l'histoire de l'Amérique et des colonies jusqu'en 1763

1.1.2.5 The title proper can consist of a common title and a dependent title when a section, supplement, part, etc., has a title or designation insufficient to identify it without the inclusion of the common title or title of the main publication.

- e.g. Internationale Quartär-Karte von Europa. Blatt 8, Magnitogorsk  
Ordnance Survey of Great Britain one inch to one mile map. Seventh series. Sheet  
145, Banbury

1.1.2.6 The title proper can consist of the title of a section, supplement, part, etc., alone when this title can be dissociated from the common title or title of the main item. The common title is given if appropriate in area 6.

- e.g. Bathymétrie de la terminaison sud de l'arc insulaire des Nouvelles-Hébrides

*In area 6:* (Contribution à l'étude géodynamique du Sud-Ouest Pacifique ; H.V. III-1)  
(Travaux et documents de l'O.R.S.T.O.M. ; 147)

When the common title or title of the main item is linguistically an integral part of the title of the section, supplement, part, etc., the title proper consists of the integrated statement of both titles.

- e.g. Geological basis for Vegetation of Southwest Africa  
*Editorial comment:* Vegetation of Southwest Africa is the title of the main  
item.

1.1.2.7 There is no title proper for an item containing two or more individual works but lacking a collective title. For the transcription of such titles, see 1.1.4.2.

However, if on an item lacking a collective title, one work is the predominant part of the item, its title is considered as the title proper and the titles of the other works are given in a note (see 7.7.1).

### 1.1.3 Choice of title proper

1.1.3.1 When the titles are in different languages and/or scripts (i.e. parallel titles, see 1.3), the title proper is the title in the language and/or script of the cartographic item. When this criterion cannot be applied, the title which is deemed most appropriate by the bibliographic agency is selected as the title proper.

1.1.3.2 Variant titles (other than parallel titles, see 1.3) not selected as title proper are given in area 7 (see 7.1.1.2).

### 1.1.4 Transcription

1.1.4.1 The title proper is transcribed from the item exactly as to wording, but not necessarily as to capitalization or punctuation (see also 0.4, 0.6, 0.7). Exceptionally, a very lengthy title proper may be abridged in the middle or at the end, if this can be done without changing the meaning of the title, without loss of essential information and without introducing incorrect grammar. Omissions are indicated by marks of omission.

- e.g. Nouvelle carte des pays du Marché commun  
La Camargue  
Carte de pollution des eaux superficielles de Languedoc-Roussillon par les  
détergents anioniques  
A new and exact map of the Dominions of the King of Great Britain on ye continent of  
North America  
An accurate map of the State and Province of New-Hampshire in New England  
Surface sediment facies of the Florida-Bahamas Plateau

Plan général des marais mouillés et desséchés des provinces du Bas Poitou, de l'Aunis et de la Saintonge

1.1.4.2 When the item comprises two or more works without a title proper (see 1.1.2.7), the titles of the individual works are successively transcribed.

e.g. Le Croisic; Batz / Editions MAJAC

When the number of individual works is very large, a concise descriptive title may be supplied; it is given, whenever possible, in the language of the item and is enclosed in square brackets.

e.g. [Cartes de la médecine libérale en France, par secteurs sanitaires]  
[Maps of the counties of England, Wales and Ireland]

1.1.5 When an item bears no title, a title is devised and recorded in square brackets. The title thus supplied should be concise, reflecting the area and the subject of the cartographic item and, whenever possible, should be given in the language of the item.

e.g. [Carte de la lune]  
[Mining claims in parts of Gloucester and Restigouche counties, New Brunswick, Canada]  
[Coast of Maine from Owls Head to Penmaquid Point]

## 1.2 General material designation (*optional*)

1.2.1 The purpose of the general material designation is to indicate, in general terms and at an early point in the description, the class of material to which the item belongs. The general material designation is given immediately after the title proper. It is given in the language and script chosen by the bibliographic agency.

1.2.2 Inclusion of the general material designation is especially useful for non-book materials included in integrated catalogues or bibliographies. When used, the general material designation for all materials described with ISBD(CM) is "Cartographic material" or its equivalent in other languages and scripts. (See also the specific material designation which is part of the first element in the physical description area: 5.1.)

## 1.3 Parallel titles

1.3.1 When the item bears titles in more than one language and/or script, the titles not chosen as title proper (see 1.1.3.1) are transcribed as parallel title(s).

e.g. Die Schweiz aus der Vogelschau = La Suisse vue à vol d'oiseau = La Svizzera a volo d'uccello = A bird's eye view of Switzerland

### 1.3.4 Transcription

1.3.4.1 A parallel title appearing on the item is transcribed exactly as to wording, but not necessarily as to capitalization and punctuation. Exceptionally, a parallel title may be abridged. Omissions are indicated by marks of omission.

1.3.4.2 When the cartographic item bears more than one parallel title, these titles are transcribed in the order indicated by the sequence of statements, if any.



#### 1.3.4.3 Item without a title proper

When the item comprises two or more works without a title proper (see 1.1.2.7), and when each or any of the individual works has a parallel title or titles, the parallel titles are given following the titles to which they apply.

### 1.4 Other title information

1.4.1 Other title information can appear in conjunction with and subordinate to the title proper, parallel title(s) or titles of individual works contained in the item.

- e.g. Basse vallée de l'Aude, exploitation des aquifères, risques de pollution : situation en 1972  
Motor road map of South-East England : showing trunk and other classified roads

1.4.2 A statement of other title information can include a statement of responsibility, a statement relating to publication or distribution, details relating to other descriptive elements (e.g. edition statement) when such a statement is linguistically an integral part of the other title information.

- e.g. Esquisse géologique de la Thakkola, Népal central : missions géologiques du C.N.R.S.

1.4.3 When the title is incomplete or ambiguous it may be completed by additional information supplied from the content of the cartographic item. This addition enclosed in square brackets is treated as other title information.

- e.g. Vegetation : [in Botswana]  
Département de l'Yonne : [carte routière]  
Florida : [tourist map]  
Street map of Flagstaff, Arizona : [walking tours]

#### 1.4.4 Transcription

1.4.4.1 A statement of other title information is transcribed following the title to which it applies (see also 1.4.4.6).

1.4.4.2 A statement of other title information is transcribed exactly as to wording, but not necessarily as to capitalization, punctuation or order. Exceptionally, other title information may be abridged. Omissions are indicated by marks of omission.

1.4.4.3 A statement of other title information appearing on the item before the title proper (e.g. an avant-titre) is transcribed following the title proper when this is linguistically or otherwise possible. When this is not possible, an avant-titre is given in area 7.

1.4.4.4 When a cartographic item bears more than one statement constituting other title information, these statements are transcribed in the order indicated by the sequence of statements, if any.

- e.g. Distribution of principal kinds of soils : orders, suborders and great groups : National Soil Survey classification of 1967

#### 1.4.4.5 Item without a title proper

When an item has no title proper (see 1.1.2.7), and when there are statements of other title information relating to one or more of the titles of individual works present, these statements are given following the titles to which they apply.

#### 1.4.4.6 Parallel titles and parallel other title information

When an item bears one or more parallel titles and other title information in more than one language and/or script, each statement of other title information follows the title to which it is linguistically related.

### 1.5 Statements of responsibility

1.5.1 A statement of responsibility can be given with respect to any entity (person or corporate body) responsible for or contributing to the creation of the intellectual or artistic content of the item described, or for its realization.

1.5.2 A statement of responsibility can relate to such entities as: cartographer, compiler, engraver, governmental mapping agency, colourist, reviser, scientific editor, etc.

A statement of responsibility can take various forms:

1.5.2.1 It can consist of the name(s) of person(s) or corporate body or bodies, with or without a linking word or short phrase indicative of the role of the person or corporate body.

e.g. Institut géographique national  
J. Moxon  
réalisé et publié par les Editions Grafocarte  
edited by the Daily Express  
by S. Hutchinson  
dedicated by ... Grenville Collins  
presented by ... Lewis Morris  
engraved by Jukes  
levée en 1817 par M. Givry  
surveyed and drawn by E.M. Woodford  
reproduced by W.H. Barrell  
dressée par Ernest Grangez  
compiled by the Ministry of Housing and Local Government

1.5.2.2 It can consist of a phrase without a name when such a phrase denotes a contribution to the creation or realization of the item, or is otherwise significant.

e.g. extracted from a chart drawn in 1785

1.5.2.3 It can include a noun or noun phrase as well as name(s) when such a phrase is indicative of the role of the person or corporate body.

e.g. fruit symbols designed and drawn by Joseph A.W. Kislingbury  
surveys and sketches by J.B. Armstrong  
d'après les travaux de M. Alfred Grandidier

Other nouns or noun phrases are normally treated as other title information (see 1.4).

1.5.2.4 It can include details relating to other descriptive elements when such details are linguistically an integral part of the statement of responsibility.

e.g. reduced from the original plan of three inches to one mile and planned to a scale of one inch & half to one mile by Isaac Johnson in June 1800

1.5.2.5 It can consist of statements relating to appendices and other supplementary matter when such statements appear on the item (see also 1.5.3.3).

e.g. with an introduction by Scott Keltie

1.5.2.6 A statement that is not connected with responsibility for the intellectual or artistic content of the item is not considered a statement of responsibility. (For statements connected with such responsibility but present within other title information, see 1.4.) Statements such as mottoes, dedications, and statements of prizes may be omitted or given in area 7 (see 7.7.8).

1.5.2.7 A statement of responsibility is not considered appropriate for the name of a responsible entity which is linguistically an integral part of other descriptive elements and which has been transcribed as such (e.g. as part of the title proper, see 1.1.2.3; as part of other title information, see 1.4.2); as part of the statement of publication, distribution, etc., see area 4).

An exception is made when the name of the responsible entity is explicitly repeated on the item in a formal statement of responsibility.

e.g. Michelin, autoroutes : [de France] / dressé par la Manufacture française des pneumatiques Michelin

1.5.2.8 It can consist of the name of a corporate body acting as sponsor of a cartographic item even when this function is not explicitly stated.

e.g. carte éditée spécialement par l'Institut géographique national pour le Touring Club de France  
under the patronage of the Royal Scottish Geographical Society  
Swissair Photo

1.5.3 One or more statements of responsibility

1.5.3.1 A single statement of responsibility occurs when the wording on the item shows a single statement. More than one person or corporate body may be named in such a statement, as when they are represented as performing the same functions or, although performing different functions, their names are linked by a conjunction.

e.g. par L. Meyère et J. Hansen with additions by H.N. Ridley and the Rev. T.S. Lea drawn in 1791 ... from the observations made by Fleurieu in 1769 and by Vincente Tofino in 1788

1.5.3.2 More than one statement of responsibility occurs when the wording shows multiple statements, as when more than one person or corporate body is represented as performing different functions and the statements are not linked by a conjunction.

e.g. by G. Robertson ; engraved by Morris  
par N. de Fer ; A. Coquart sculp.

1.5.3.3 A statement of responsibility relating to appendices and other supplementary matter (see 1.5.2.5) is treated as an additional statement of responsibility following the statement relating to the main part of an item.

e.g. attributed to Thomas Cavendish the circumnavigator ; with descriptive text by F.C. Wieder

1.5.4 Transcription

1.5.4.1 A statement of responsibility is transcribed expressed in the terms in which it appears on the item.

e.g. Santa Lucea harbour / by Lieut B. Baynton  
Plan of the town of Madras and its limits / as surveyed in 1822 for the use of the justices in sessions, by W. Ravenshaw  
Carte des missions catholiques à Madagascar / dessiné et gravé par R. Hausermann

1.5.4.2 When the names of several persons or corporate bodies are represented in a single statement of responsibility (see 1.5.3.1), the number of names transcribed is at the discretion of the bibliographic agency. Multiple names transcribed may be separated by commas or connected by linking words, as appropriate. If linking words are supplied, they are enclosed in square brackets. Omissions are indicated by marks of omission and "et al." or its equivalent in another script, enclosed in square brackets.

e.g. Braunswyck et Meydburg / sculpsertur E.S. Hamersveldt et S. Rogeri  
Lincoln and environs : mapping out a holiday / Carla Joynes, Lizbeth Beame [for] Deckle & Murphy  
Croquis volcanologique du Tibesti, Sahara du Tchad, A.E.F. / B. Gèze, H. Hudeley ... [et al.]  
Topography of the South Pacific / by J. Mammerickx ... [et al.]

1.5.4.3 A statement of responsibility which precedes the title proper on the item is transcribed following the title proper and other title information unless it is linguistically linked to such information (see 1.5.2.7).

The original position of the statement of responsibility may be stated in area 7 (see 7.1.5).

1.5.4.4 A statement of responsibility which includes the name of a corporate body expressed in a hierarchical form is transcribed in the form and order given on the item.

e.g. Apache National Forest, Arizona and New Mexico / U.S. Department of Agriculture  
Forest Service, South-Western Region  
Climatological atlas of the British Isles / Air Ministry, Meteorological Office  
Carte des classes des réserves en eau utile : [en France] / Institut national de la recherche agronomique, Service de la carte pédologique de France

1.5.4.5 When the statement of responsibility has no linguistic relationship to the title to which it relates, the name of the person or corporate body is given following the diagonal slash.

1.5.4.6 Parallel titles and parallel statements of responsibility

1.5.4.6.1 When an item bears one or more parallel titles and/or parallel statements of other title information, and also has statements of responsibility in more than one language and/or script,

each statement of responsibility follows the title or other title information to which it is linguistically related.

- e.g. Carte minéralogique de l'Afrique / Organisation des Nations Unies pour l'éducation, la science et la culture ; Association des services géologiques africains = Mineral map of Africa / United Nations Educational, Scientific and Cultural Organization ; Association of African Geological Surveys

1.5.4.6.2 When an item bears one or more parallel titles and/or parallel statements of other title information, but the statement of responsibility is in only one language and/or script, the statement of responsibility is given after the last parallel title or (parallel) other title information transcribed.

- e.g. Carte de tapis végétal de la région méditerranéenne = Vegetation map of the Mediterranean region ... / by P. Lalande ; F.A.O. ; UNESCO

1.5.4.7 Item without a title proper

1.5.4.7.1 When an item has no title proper (see 1.1.2.7), and when all the individual works have the same statement of responsibility, the statement of responsibility is given after all the titles, parallel titles and statements of other title information.

- e.g. Fréjus ; Le Var touristique / Provence Paris publicité  
Daily Mail motor road map of London and ten miles round ;  
Motor road map of south-east England / Edward Sandford

1.5.4.7.2 When the individual works have different statements of responsibility, each statement is given after the title(s), parallel title(s) and statement(s) of other title information to which it applies.

1.5.4.8 When the title proper consists of a common title and a dependent title (see 1.1.2.5), statements of responsibility are given after the parts of the title proper to which they refer. In case of doubt or if the statement of responsibility refers to the title proper as a whole, it is given after the title proper.

- e.g. Plan d'ensemble au 1:2 000 de la région d'Ile-de-France. Bloc 1-77-29, Bonnières-sur-Seine / Ministère de l'environnement et du cadre de vie, Etablissement public régional d'Ile-de-France.

## 2 EDITION AREA

<b>Contents</b>	2.1	Edition statement
	2.3	Statements of responsibility relating to the edition

### Punctuation pattern

- A. The edition area is preceded by a point, space, dash, space (. – ).
- B. The first statement of responsibility relating to the edition is preceded by a space, diagonal slash, space ( / ).
- C. Each subsequent statement of responsibility relating to the edition is preceded by a space, semi-colon, space ( ; ).

#### *Examples*

- . – Edition statement
- . – Edition statement / statement of responsibility
- . – Edition statement / statement of responsibility ; second statement of responsibility ; third statement of responsibility

*Note:* For the expansion of this area, see ISBD(M).

### 2.1 Edition statement

2.1.1 The edition statement consists of a term, phrase or group of characters relating to all the copies of an item formally identified on the item as constituting a named and/or numbered edition. The edition statement normally includes either the word "edition" (or its equivalent in another language), or a related term together with an ordinal number ("2nd edition," etc.), or a term indicating difference from other editions ("new edition", "revised edition", etc.).

2.1.2 The edition statement is transcribed in the terms in which it appears on the item. Standard abbreviations may be used. Arabic numerals are substituted for other numerals or spelled out numbers.

- e.g.
- . – 2nd ed. rev. and enl.
  - . – 5th ed.
  - . – 3. erw. Aufl.
  - . – Ed. réduite
  - . – Ed. 3-GSGS

If the edition statement consists solely or chiefly of characters that are neither numeric nor alphabetic, which cannot be reproduced by the typographic facilities available (cf. 0.11), the characters are replaced by words or numbers, as appropriate, in square brackets. An explanation may be given in area 7 (see 7.2).

- e.g. . – [Three asterisks] ed.

2.1.3 The edition statement which is an integral part of an element in another area (such as title proper) and has been treated as such (see 1.1.2.3) is not repeated in the edition area.

## 2.3 Statements of responsibility relating to the edition

2.3.1 Statements of responsibility relating to the edition can refer to persons or to corporate bodies and can indicate functions such as that of a reviser of a new edition, or can name the person or body responsible for the provision of supplementary matter, of appendices, etc., in a new edition.

e.g. Grand Quevilly, Petit Quevilly, Petit-Couronne, Seine-Maritime, plan topographique régulier / R. Choquard. – Mis à jour / M. Pillot

2.3.2 Statements of responsibility relating to the edition in hand, or to parts of the edition in hand, but not to all editions of the work are given, in accordance with the provisions of 1.5, in the edition area when found on the item.

e.g. . – New ed. / rev. under the direction of Rev. E.F.M. MacCarthy

2.3.3 Statements of responsibility relating to the edition in hand (as described in 2.3.2) but which do not name or otherwise identify a person or corporate body, are given as part of the edition statement (see 2.1.1). Such statements often appear as explanatory phrases.

e.g. . – 2nd ed., with additions

2.3.4 The following statements of responsibility relating to the edition are not transcribed in the edition area:

2.3.4.1 Statements of responsibility which clearly relate to the first published edition or to all published editions of a work are given in area 1.

2.3.4.2 Statements of responsibility which do not clearly relate to only one or only some editions of a work are given in area 1.

### 3 MATHEMATICAL DATA AREA

<b>Contents</b>	3 1	Statement of scale
	3.2	Statement of projection
	3.3	Statement of co-ordinates ( <i>optional</i> )
	3.4	Statement of equinox

#### Punctuation pattern

- A. The mathematical data area is preceded by a point, space, dash, space (. –).
- B. The projection statement is preceded by a space, semi-colon, space ( ; ).
- C. The statements of co-ordinates and equinox are enclosed in one pair of parentheses ( ( ) ).
- D. The statement of equinox is preceded by a space, semi-colon, space ( ; ).

#### *Examples*

- . – Scale statement ; projection statement (co-ordinates ; equinox)
- . – Scale statement (co-ordinates ; equinox)
- . – Scale statement ; projection statement (co-ordinates)
- . – Scale statement ; projection statement
- . – Scale statement

#### 3.1 Statement of scale

3.1.1 The scale is given as a representative fraction (RF), expressed as a ratio (1: ). The numeral one (1) is separated from the denominator by a colon (:), which is not preceded or followed by a space. The RF may be preceded by the term "scale" or its equivalent in another language and/or script.

- e.g.
- . – Scale 1:25 000
  - . – Escala 1:100 000
  - . – Echelle 1:50 000
  - . – 1:1 000 000
  - . – Scale 1:5 000-1:25 000

3.1.2 When the scale relates only to particular parts of the cartographic item, it is indicated as such.

- e.g.
- . – Scale 1:3 982 200 at equator
  - . – Scale 1:59 304 960 along meridians

3.1.3 Any scale statement included in area 1 is repeated.

- e.g. Carte au 1:500 000 : [France] / Institut géographique national. – 1:500 000



3.1.4 When the RF is derived from a verbal scale statement, it is given in square brackets. The verbal expression of the scale may be transcribed following the RF.

- e.g. . – [1:7 200], 1 pouce pour 100 toises  
. – Scale [1:63 360], one inch to one mile

3.1.5 When there is no numeral or verbal scale statement, the RF is computed from a bar scale, a graticule (i.e from 1° of latitude which on average is 111 kilometers) or grid, or by comparison with a map of known scale, and is enclosed in square brackets.

- e.g. . – [1:1 800 000 env.], 10 lieues de 25 au degré = [2,5 cm]  
(RF computed from bar scale)  
. – [1:3 000 000 env.], 25 lieues communes de France = [3.8 cm]  
(RF computed from bar scale)  
. – Scale [1:277 740 approx.]  
(RF computed from graticule)

3.1.6 When the cartographic item is not drawn or constructed to scale, or the scale cannot be determined, the phrase "Not drawn to scale" or "Scale indeterminable", or their equivalents in other languages and/or scripts is substituted for a scale statement.

3.1.7 When a vertical scale is appropriate, such as on relief models, this scale is recorded following the horizontal scale. The vertical scale is to be specified as such.

- e.g. . – Scale 1:1 744 080, vertical scale [1:96 000 approx.]  
. – 1:100 000, échelle altimétrique 1:100 000

3.1.8 The scale for celestial charts is expressed as an angular scale in mm per degree.

- e.g. . – Scale 88 mm per 1°

### 3.2 Statement of projection

3.2.1 The statement of projection is *mandatory* when present on the cartographic item. When identified from other sources, the statement of projection is *optional*; if it is given, it is supplied in square brackets.

3.2.2 The statement of projection consists of the name of the projection. Associated phrases related to the statement of projection may be added when necessary. Such phrases usually consist of statements pertaining to properties of the projection applicable only to the cartographic item described (e.g. as regards meridians, parallels and/or ellipsoid). Standard abbreviations may be used.

- e.g. ; proj. conique conforme de Lambert sécante aux parallèles 48° et 77°  
; proj. conique conforme de Lambert, parallèles d'échelle conservée 45° et 49°  
; proj. de Mercator transverse universelle, ellipsoïde de Clarke 1880  
; conic equidistant proj. standard parallels 40° and 21° N  
; transverse Mercator proj. 10 000 yards India Zone I grid, Everest spheroid  
; azimuthal equidistant proj. centered on Nicosia, N 35°10', E 33°22'

### 3.3 Statement of co-ordinates (*optional*)

3.3.1 The co-ordinates delimit the greatest extent of the area covered.

3.3.2 For terrestrial maps, the co-ordinates are given in the following order:

Westernmost extent of cartographic item (longitude)  
Easternmost extent of cartographic item (longitude)  
Northernmost extent of cartographic item (latitude)  
Southernmost extent of cartographic item (latitude)

Longitude and latitude are expressed in degrees ( $^{\circ}$ ), minutes ( $'$ ) and seconds ( $''$ ) of the sexagesimal system ( $360^{\circ}$  circle); longitude is always taken from the Greenwich prime meridian.

The degrees, minutes and seconds of longitudes and latitudes are preceded by the appropriate initials for North (N), South (S), East (E) and West (W) or their equivalents in another language and/or script. The two sets of longitude and latitude are separated from each other by a diagonal slash not preceded or followed by a space. Each longitude or latitude is separated from its counterpart by a dash, not preceded or followed by a space.

e.g. (E  $79^{\circ}$ –E  $86^{\circ}$ /N  $20^{\circ}$ –N  $12^{\circ}$ )  
(E  $110^{\circ}30'$ –E  $120^{\circ}30'$ /N  $25^{\circ}15'$ –N  $22^{\circ}10'$ )  
(E  $15^{\circ}00'00''$ –E  $17^{\circ}30'45''$ /N  $1^{\circ}30'12''$ –S  $2^{\circ}30'35''$ )  
(W  $74^{\circ}50'$ –W  $74^{\circ}40'$ /N  $45^{\circ}05'$ –N  $45^{\circ}00'$ )

3.3.3 For celestial charts, give as co-ordinates the right ascension of the centre of the chart, or the right ascensions of the western and eastern limits of the area covered by the chart, and the declination of the centre of the chart, or the declinations of the northern and southern limits of the area covered.

The right ascension is designated by "RA" or its equivalent in another language and/or script, followed by the hours, and, when necessary, minutes and seconds of the twenty-four hour clock.

The declination is designated by "Decl." or its equivalent in another language and/or script, followed by the degrees ( $^{\circ}$ ) and, when necessary, minutes ( $'$ ) and seconds ( $''$ ) of the sexagesimal system ( $360^{\circ}$  circle), using a plus sign (+) for the northern celestial hemisphere and a minus sign (–) for the southern celestial hemisphere.

The right ascensions and declinations are separated from each other by a diagonal slash not preceded or followed by a space. When two right ascensions and two declinations are given, each right ascension or declination is linked to its counterpart by the word "to" or its equivalent in another language and/or script.

When co-ordinates are given, the statement of equinox is always given also. The equinox is expressed as a year preceded by the abbreviation "eq." or its equivalent in another language and/or script. A statement for the epoch is added when it is known to differ from the equinox, and both are separated with a comma; the epoch is designated by "epoch" or its equivalent in another language and/or script.

e.g. (RA 16. hr. 30 min. to 19 hr. 30 min./Decl.  $-16^{\circ}$  to  $-49^{\circ}$  ; eq. 1950, epoch 1948)  
(RA 16 hr./Decl.  $-23^{\circ}$  ; eq. 1950)  
(RA 2 hr./Decl.  $+30^{\circ}$  ; eq. 1950)  
(RA 2 hr. 00 min. to 2 hr. 30 min./Decl.  $-30^{\circ}$  to  $45^{\circ}$  ; eq. 1950)

For charts centered on a pole, the declination limit is indicated.

e.g. (Centered at South Pole/Decl. limit  $-60^\circ$ )

## 4 PUBLICATION, DISTRIBUTION, ETC., AREA

<b>Contents</b>	4.1	Place of publication and/or distribution
	4.2	Name of publisher and/or distributor
	4.3	Statement of function of distributor ( <i>optional</i> )
	4.4	Date of publication and/or distribution
	4.5	Place of printing or manufacture ( <i>optional</i> )
	4.6	Name of printer or manufacturer ( <i>optional</i> )
	4.7	Date of printing or manufacture ( <i>optional</i> )
	4.8	Special cases

### Punctuation pattern

- A. The publication, distribution, etc., area is preceded by a point, space, dash, space (. –).
- B. A second or subsequent place is preceded by a space, semi-colon, space ( ; ).
- C. Each name is preceded by a space, colon, space ( : ).
- D. A supplied statement of function of a distributor is enclosed in square brackets ( [ ] ).
- E. The date is preceded by a comma, space ( , ).
- F. The place of printing or manufacture, name of printer or manufacturer, and date of printing or manufacture are enclosed in one pair of parentheses ( ( ) ). Within the parentheses the same punctuation is used as in B, C and E.

### Examples

- . – Place of publication : name of publisher, date
- . – Place of publication ; place of publication : name of publisher, date (place of printing : name of printer, date)
- . – Place of publication : name of publisher ; place of publication : name of publisher, date
- . – Place of publication : name of publisher : name of publisher, date
- . – Place of distribution : name of distributor [function], date
- . – Place of publication : name of publisher, date (place of printing : name of printer)

4.0 The imprint is that of the edition or issue being described. In describing a facsimile or other photographic reprint, the place and name of the reprint publisher and the date of the reprint are given in area 4. The imprint of the edition reproduced is given in area 7.

e.g. . – London : London Topographical Society, 1898  
*Note:* Facsimile reprint. Originally published, London : R. Walton, [1654]

### 4.1 Place of publication and/or distribution

4.1.1 The place of publication or distribution is the name of the town or other locality associated on the item with the name of the publisher or distributor. If no publisher or distributor is named on the item, it is the place from which the item was issued or distributed.

4.1.2 When more than one place is associated with the name of a single publisher or distributor, the first named place is given. When the places do not appear in sequence, the place considered most important by the bibliographic agency is given. A second or subsequent place may be given. When a second or subsequent place is omitted, the omission may be indicated by "etc." or its equivalent in another script, enclosed in square brackets.

e.g. . – London ; New York ; Paris [etc.]  
. – Berlin ; Koln ; Frankfurt am Main  
. – Wien [etc.]

4.1.3 When the names of more than one publisher are given, the place of publication for each publisher is given immediately before the name, unless it is the same as that of the first-named publisher.

4.1.4 When both a publisher and a distributor are given, the place of distribution is given if it differs from the place of publication.

4.1.5 The place of publication or distribution is given in the orthographic form and grammatical case in which it appears on the item.

e.g. . – V Praze

4.1.6 If it seems necessary for identification, a qualifier such as the name of a country, state, etc., may be added to the place of publication or distribution. It is enclosed in parentheses if transcribed from the item or in square brackets if transcribed from another source.

e.g. . – Cambridge (Mass.)  
. – Cambridge [England]  
. – Santiago [Chile]  
. – London (Ontario)

When it seems necessary for identification, the full address of the publisher or distributor may be added to the place name. It is enclosed in parentheses if transcribed from the item or in square brackets if transcribed from another source.

e.g. . – St-Bruno-de-Montarville, Qué (1985 La Duchesse)  
. – Vancouver (571 Howe Street)

4.1.7 If it is considered necessary for identification, an alternative or corrected version of the place name may be supplied (see 0.10), enclosed in square brackets.

e.g. . – Christiania [i.e. Oslo]  
. – Lerpwl [i.e. Liverpool]

4.1.8 When the name of the place of publication or distribution appears on the cartographic item in more than one language and/or script, the form of name in the language and/or script of the title is given. If this criterion does not apply, the form of name that appears first is given.

Parallel statements may be given, preceded by a space, equals sign, space. If these are not given, no indication is made of the omission.

e.g. . – Bern = Berne

4.1.9 When a place of publication or distribution does not appear anywhere on the item, the name of the known city or town is supplied in square brackets. If the city or town is uncertain, or unknown, the name of the probable city or town followed by a question mark is supplied in square brackets.

e.g. . – [Evry]  
. – [Hamburg?]

4.1.10 When the name of a city or town cannot be given, the name of the state, province or country is given, according to the same stipulations as are applicable to the names of cities or towns.

e.g. . – Canada  
*Editorial comment:* Known as place of publication; appears on the item.  
. – [Surrey]  
*Editorial comment:* Known as place of publication; appears outside the item.  
. – [Guatemala?]  
*Editorial comment:* Uncertain as place of publication.

4.1.11 When no place can be given, the abbreviation "s.l." (*sine loco*) or its equivalent in another script is supplied, enclosed in square brackets.

e.g. . – [S.l.]

## 4.2 Name of publisher and/or distributor

4.2.1 When more than one publisher is named on the cartographic item, the name which appears first is given. When the names do not appear in sequence, the name considered most important by the bibliographic agency is given.

Second and subsequent publishers may be given.

e.g. . – London : The Times ; Edinburgh : John Bartholomew & Son  
. – Paris : Institut géographique national ; Clermont-Ferrand : Ed. Parc des Volcans

When second or subsequent publishers are omitted, the omission may be indicated by "etc." or its equivalent in another script, enclosed in square brackets.

e.g. . – London : The Times [etc.]

4.2.2 When the names of both a publisher and a distributor appear on the item, the name of the distributor may be given. When the name of the distributor does not appear on the item, it may be given in area 7. If only the distributor is named, this must be given.

4.2.3 The name of a publisher or distributor may be given in a shortened form, provided it can be understood and identified without ambiguity.

e.g. : H.M. Gousha  
*Editorial comment:* Publisher's name appears as The H.M. Gousha Company

4.2.4 When the name of the publisher or distributor appears in full in area 1, either the full form may be repeated in area 4, or an abbreviated form or identifying phrase may be given there. No square brackets are used for such shorter forms given in place of the full form, even if the shorter form is not shown on the item.

e.g. Société d'éditions géographiques may be given as: S.E.G. when it appears in full as a statement of responsibility in area 1.

4.2.5 When the name of a publisher or distributor appears on the cartographic item in more than one language and/or script, the form of the name in the language and/or script of the title is given. If this criterion does not apply, the form of name that appears first is given. Parallel statements may be given, preceded by a space, equals sign, space (=).

e.g. . – Bern : Bunkeskanzlei = Berne : Chancellerie fédérale

4.2.6 The name of the printer or manufacturer is not given as a substitute for the name of an unknown publisher or distributor. However, when a person or corporate body combines the activities of printing or manufacturing and publication or distribution, or when the responsibility is uncertain, a named printer or manufacturer is assumed to be also the publisher.

e.g. . – Paris : Institut géographique national  
*Editorial comment:* I.G.N. is both a publisher and a manufacturer

4.2.7 When no name can be given as that of the publisher or distributor, the abbreviation "s.n." (*sine nomine*) or its equivalent in another script is supplied, enclosed in square brackets.

e.g. . – Paris : [s.n]  
. – [S.l. : s.n.]

#### 4.3 Statement of function of distributor (*optional*)

4.3.1 When the item includes as an integral part of the imprint statement an indication of the function performed by the distributor, the statement is transcribed in full.

e.g. : to be sold by Jas. Gardner

4.3.2 When the function performed by the distributor is not explicitly stated, a brief word or phrase, indicating the nature of the activity, may be added enclosed in square brackets.

e.g. . – Ottawa : Department of Energy, Mines and Resources : Information Canada  
[distributor]  
. – København : Geodaetisk Institut ; [London] : Stanford [distributor]

#### 4.4 Date of publication and/or distribution

4.4.1 The date of publication of the edition or impression described is given.

4.4.2 When the same date applies to both publication and distribution or to more than one publisher or distributor, it is given after the last name or statement of function.

e.g. . – [Paris] : Institut géographique national ; [Châteauroux] : Chambre d'agriculture de l'Indre ; Blois : Chambre d'agriculture du Loir-et-Cher, 1981

4.4.3 If the publication date differs from the date of distribution, each date is given after the appropriate name or statement of function.

4.4.4 Dates of the Gregorian calendar are given in arabic numerals. Dates not of the Gregorian calendar are given as they appear on the item with the equivalent date of the Gregorian calendar added in square brackets when it can be established.

e.g. , 1398 [1973 or 1974]

4.4.5 When the date that appears on the item is known to be incorrect, it is transcribed as it appears and a correction is given in square brackets.

e.g. , 1697 [i.e. 1967]

4.4.6 When there is no date of publication or distribution on the item, the copyright date or date of printing is given in its place. Both dates are indicated as such.

e.g. , cop. 1971

A copyright date may be added to the date of publication or distribution when the bibliographic agency considers it to be important.

e.g. , 1969, cop. 1967

4.4.7 When no date of publication or distribution, copyright date or date of printing can be ascertained for an item, an approximate date of publication or distribution is given in square brackets.

e.g. , [ca 1935]

4.4.8 In describing an item consisting of parts published over a number of years, the dates of the first and last issued parts are both given and connected by a hyphen.

e.g. , 1968-1970

When the parts of such an item have not all been received, the date of the first published part is given, followed by a hyphen.

e.g. , 1968-

4.4.9 The date of a manuscript cartographic item is given as if it were a date of publication unless it is already included in area 1.

e.g. [Dog Creek Indian Reserve 46, Manitoba] / signed H. Martineau. – Scale [1:6 336],  
50 chains to 1 in. – [Ca 1888]

4.5 **Place of printing or manufacture** (*optional*)

&

4.6 **Name of printer or manufacturer** (*optional*)



4.5.1           The place of printing or manufacture and the name of the printer or manufacturer  
&               must be given when they appear on the item and both the place of publication or  
4.6.1           distribution and the name of the publisher or distributor are unknown.

e.g.           . – [S.l.: s.n.], 1960 (Paris : impr. Michard)

4.5.2           The place of printing or manufacture and the name of the printer or manufacturer  
&               may be given if they appear on the item.  
4.6.2

e.g.           . – Paris : Ministère de l'Intérieur, 1979 (Bourges : Tardy Quercy)

4.5.3           When multiple places of printing or manufacture and multiple names of printers  
&               or manufacturers are given, the same punctuation is used as for multiple places  
4.6.3           of publication or distribution and multiple names of publishers or distributors.

#### 4.7               **Date of printing or manufacture (*optional*)**

4.7.1           When the date of printing or manufacture is given in place of the date of publication  
or distribution (see 4.4.6), it is not repeated here.

4.7.2           When the date of printing or manufacture differs from known dates already given  
(date of publication or distribution, or copyright date), it may also be given.

4.7.3           The date of printing or manufacture may be given either as an element following the  
name of the printer or manufacturer or by itself. In the latter case a word or brief phrase is added to  
clarify the date.

e.g.           . – Amiens : Association d'étude et de cartographie régionale, 1975 (Amiens : Yvert,  
                  1976)  
                  . – Amiens : Association d'étude et de cartographie régionale, 1975 (1976 impr.)

#### 4.8               **Special cases**

The publication and distribution statement is sometimes not limited to a list of places, names and dates but is formulated as a phrase. When it is deemed necessary for identification of issues, states, etc. or other purposes, to retain the phraseology of elements as presented on the item (e.g. early cartographic publications), the statement may be transcribed as found on the item. The prescribed punctuation is used.

e.g.           . – A Paris : chez I.B.Nolin, sur le quay de l'Horloge du Palais, vers le Pont Neuf, a  
                  l'enseigne de la place des Victoires, 1689  
                  . – [London] : Charles Street, Soho, January 1st, 1795  
                  . – London : printed and published according to Act of Parliament for J.Almon in  
                  Picadilly, March 25th, 1776

## 5 PHYSICAL DESCRIPTION AREA

<b>Contents</b>	5.1	Specific material designation and extent
	5.2	Other physical details
	5.3	Dimensions
	5.4	Accompanying material statement ( <i>optional</i> )

### Punctuation pattern

- A. The physical description area is preceded by a point, space, dash, space (. – ).
- B. Other physical details are preceded by a space, colon, space ( : ).
- C. The dimensions statement is preceded by a space, semi-colon, space ( ; ).
- D. The accompanying material statement is preceded by a space, plus sign, space ( + ).

### Examples

- . – Specific material designation and extent : other physical details ; dimensions
- . – Specific material designation and extent : other physical details ; dimensions + accompanying material statement
- . – Specific material designation and extent ; dimensions

### 5.1 Specific material designation and extent

5.1.1 The specific material designation identifies the particular class of material to which the cartographic item belongs and is given in the language chosen by the bibliographic agency (see Appendix C for a suggested list of English terms).

5.1.2 The number of physical units constituting an item is given in arabic numerals before the specific material designation.

- e.g.
- . – 1 atlas
  - . – 2 diagrams
  - . – 1 map
  - . – 3 maps on 1 sheet
  - . – 1 map on 2 sheets

### 5.2 Other physical details

Other physical details include method of production, colour, material from which the item is made, etc.

The cartographic item is assumed to be a printed item unless otherwise specified in the "other physical details."

- e.g.
- . – 1 map : col., folded in cover
  - . – 1 map : ms., col.
  - . – 1 model : plaster
  - . – 1 globe : wood

- . – 1 map : ink drawing, col.
- . – 1 map : photo reprod.
- . – 1 map : transparency, col.
- . – 1 map : both sides, col.
- . – 2 maps : back to back, col.

### 5.3 Dimensions

5.3.1 The dimensions of the cartographic item are expressed in terms of centimetres rounded up to the next whole centimetre. The term is abbreviated as "cm" (or its equivalent in another language and/or script).

5.3.2 The dimensions of two-dimensional items, other than circular items, are given in the form of length x width. The dimensions of three-dimensional items other than globes and sections of spheres, are given in the form of length x width x height. The dimensions of globes, sections of spheres and circular two-dimensional items are given in terms of the diameter.

The dimensions given, if not otherwise specified, are the dimensions of the part of the cartographic item carrying the geographic detail.

- e.g.
- . – 1 map : col. ; 65 x 40 cm
  - . – 1 model : col., plastic ; 45 x 35 x 2 cm
  - . – 1 globe : col., relief pressed from metal ; 23 cm diam.

5.3.3 Additional dimensions such as the dimensions of a map when folded, or the dimensions of individual sheets of a collectively described group, or the individual dimensions of mounted sheets may be given. When more than one set of measurements is given, the whole physical description area should be made in a clear and unambiguous fashion; that is, when it is not clear to which part(s) the dimensions apply, this is clarified by specification.

- e.g.
- . – 2 maps : col. ; 60 x 40 cm each sheet
  - . – 1 map in 365 sheets : col. ; 60 x 90 cm each or smaller
  - . – 1 map in sheets : col. ; 90 x 50 cm each or smaller folded in cover 25 x 16 cm
  - . – 1 map : col. ; 20 x 31 cm on sheet 37 x 50 cm
  - . – 1 map : col. ; 9 x 30 cm on sheet 40 x 60 cm, folded to 21 x 10 cm
  - . – 1 map in 4 sheets : col. ; 40 x 60 cm each, assembled 80 x 20 cm
  - . – 1 map : col. ; double hemisphere, 6 cm diam. each, on sheet 21 x 15 cm
  - . – 1 map : microfiche, col. ; 15 x 10 cm

### 5.4 Accompanying material statement (*optional*)

5.4.1 The term "accompanying material" denotes any physically separable part of the item not so far specified in the physical description area, and which is issued (or intended to be issued) at the same time. Depending on the number, nature, or extent of the accompanying material it may be described in various ways:

- a. in a separate entry
- b. in a multi-level description
- c. in area 7

d. at the end of the physical description in area 5.

If the accompanying material is described in area 5, the following rules apply.

5.4.2            Accompanying material is described by a word or phrase indicating the nature of the material.

e.g.            . – 1 map : col. ; 108 x 73 cm, folded to 30 x 21 cm + memoir  
                  . – 1 globe : col. ; 23 cm diam. + gazetteer

Additional descriptive information may be added in parentheses.

e.g.            . – 1 map in 4 sheets ; 25 x 38 cm each + manual (10 p. ; 30 cm)

## 5.5    **Atlases**

The physical description of atlases, when described as monographs, is provided according to the ISBD(M) stipulations.

e.g.            . – 1 atlas (xiv, 226, 192 p.) : chiefly maps ; 37 cm

## 6 SERIES AREA

### Introductory note

Area 6 is only used when all parts of the item are published (or are intended to be published) in the same series or sub-series. In other cases the series or sub-series statement(s) may be given in area 7.

When an item belongs to more than one series and/or sub-series, the area is repeated.

In the case of series and sub-series, it is necessary to consult ISBD(S) for an understanding of the elements pertaining to area 6 (e.g. selection of sources, transcription of data). Especially important to note is the explanation of the term "common title" and "dependent title" in ISBD(S) 0.3.3.1, which states that these terms, as used in stipulations, cover a) all common/section titles and b) those main/subseries titles in which the sub-series title is dependent.

<b>Contents</b>	6.1	Title proper of series or sub-series
	6.2	Parallel title of series or sub-series
	6.3	Other title information of series or sub-series ( <i>optional</i> )
	6.4	Statements of responsibility relating to the series or sub-series
	6.5	International Standard Serial Number of series or sub-series
	6.6	Numbering within the series or sub-series

### Punctuation pattern

- A. The series area is preceded by a point, space, dash, space (. – ).
- B. Each series statement is enclosed in parentheses ( ( ) ).
- C. A second and each subsequent series is preceded by a space.
- D. Each parallel title is preceded by a space, equals sign, space (= ).
- E. Each statement of other title information is preceded by a space, colon, space ( : ).
- F. The first statement of responsibility is preceded by a space, diagonal slash, space ( / ).
- G. Each subsequent statement of responsibility is preceded by a space, semi-colon, space ( ; ) unless the statements are considered to form a single phrase.
- H. The International Standard Serial Number is preceded by a comma, space ( , ).
- I. Numbering within a series or sub-series is preceded by a space, semi-colon, space ( ; ).
- J. The section or sub-series designation or dependent title following a common title is preceded by a point, space ( . ).
- K. The dependent title following a section or sub-series designation is preceded by a comma, space ( , ).

### *Examples*

- . – (First series) (Second series)
- . – (Title proper of series = Parallel title of series)
- . – (Title proper of series : other title information of series / statement of responsibility relating to series ; numbering within series)
- . – (Title proper of series, ISSN ; numbering within series)
- . – (Common title. Section or sub-series designation, Dependent title)
- . – (Common title. Dependent title = Parallel common title. Parallel dependent title)

## 6.1 Title proper of series or sub-series

6.1.1 The title proper of the series or sub-series corresponds to the title proper in the bibliographic description of the series or sub-series when it is described as a serial according to the provisions of area 1 of ISBD(S).

- e.g.
- . – (Bartholomew world travel series)
  - . – (Plan Guide Blay)
  - . – (JRO-Panoramakarte)
  - . – (Guides et plans Edicart's)

6.1.2 The title proper is given as it is found on the item. It is transcribed exactly as to wording, but not necessarily as to capitalization and punctuation.

6.1.3 When a sub-series has a distinctive title, this is given in area 6. The title of the main series is given in area 7.

- . – (Land resources of central Nigeria)
- Note:* Main series: Land resource study

6.1.4 When the title proper is made up of a common title and the title of a section or dependent title of a sub-series, the common title is given first, followed by the section or sub-series designation and/or the section or sub-series title. The common title is not repeated in area 7.

- e.g. . – (Historischer Atlas von Bayern. Teil Altbayern ; Heft 47)

6.1.5 When the item described is a separate part of a multi-part item, the title proper of the series is the title proper of the multi-part item described as a whole according to the provisions of area 1 of ISBD(CM).

- e.g. . – (Carte géologique de la France à 1:50 000 ; IV-19)

## 6.2 Parallel title of series or sub-series

6.2.1 When the title proper of the series or sub-series appears on the item in more than one language and/or script, the parallel series titles are given.

- e.g. . – (International map of the world 1:1 000 000 = Carte internationale du monde au 1:1 000 000)

6.2.2 When the title proper consists of a common title and a dependent title, the parallel common title and parallel dependent title are given after the whole title proper.

### 6.3 Other title information of series or sub-series (*optional*)

6.3.1 Other title information relating to the series or sub-series may be given when it appears on the item and is considered necessary for the identification of the series.

e.g. . – (Old Ordnance Survey Maps : the Godfrey edition)

6.3.2 When the title proper consists of a common title and a dependent title, other title information, if given, follows the part of the title proper to which it applies. In case of doubt, it is given after the whole title proper.

6.3.3 The edition statement relating to a series is treated as other title information. It is given according to the provisions of area 2.

e.g. . – (National atlas : separate sales ed.)

### 6.4 Statements of responsibility relating to the series or sub-series

6.4.1 When the title proper of the series or sub-series is a generic term, the first statement of responsibility is *mandatory*. In other cases, first and subsequent statements of responsibility may be given when they appear on the item and are considered necessary for the identification of the series.

e.g. . – (Série internationale / Recta Foldex ; 302)  
. – (Tourist map / John Bartholomew)

Parallel statements of responsibility may be given, each preceded by a space, equals sign, space.

e.g. . – (Miscellaneous report / Geological survey of Canada = Rapport divers /  
Commission géologique du Canada)

6.4.2 When the title proper consists of a common title and a dependent title, each statement of responsibility is given after the part of the title proper to which it refers. In case of doubt it is given after the whole title proper.

### International Standard Serial Number of series or sub-series

6.5.1 The International Standard Serial Number (ISSN) relating to the series or sub-series is given when it is known and is transcribed in accordance with the relevant standard.

e.g. . – (Manuskripte des Geographischen Instituts der FU Berlin, ISSN 0170-6268)

6.5.2 When the title proper consists of the distinctive title of a sub-series, the ISSN of the main series is given with its title in area 7.

6.5.3 When the title proper consists of a common title and a dependent title, the ISSN of the common title is omitted in area 6 and is given in area 7.

## 6.6 Numbering within series or sub-series

6.6.1 The numbering of the cartographic item within a series or sub-series is given in the terms in which it appears on the item. Standard abbreviations may be used.

- e.g. . – (Collection des plans anciens de Paris ; 1)  
. – (Plan net ; S75)  
. – (Carte de le Région Ile-de-France ; X-3)

6.6.2 When the title proper consists of a common title and a dependent title, the numbering of the common title is omitted. An appropriate note or the collocation of the numbering of the series and sub-series may be given in area 7.

- e.g. . – (Geological research reports. Map series ; no. 3)  
*Note:* Main series numbered 135

6.6.3 When the parts of a multi-part item within a series are numbered, the first and last numbers and/or letters are given and connected by a hyphen when the numbering is continuous. In other cases, all the numbers/letters are given.

- e.g. ; v. 11-15  
; v. 131, 145, 152



## 7 NOTE AREA

**Contents** Notes qualify and amplify the formal description where the rules for such description do not allow certain information to be included. They can, therefore, deal with any aspect of the physical make-up of the item or its contents.

Notes, by their nature, cannot be enumerated exhaustively, but can be categorized in terms of the areas of the ISBD(CM). In addition to notes relating to these areas, there may be notes relating to the description of the cartographic item which do not correspond to any specific ISBD area. Except where otherwise indicated, notes and their order of presentation are *optional*.

**Punctuation Pattern** Each note is separated from the next one by a point, space, dash, space (. – ). These are omitted, or replaced by a point, when each note is given on its own separate line.

Within notes it is recommended, where appropriate, that the prescribed punctuation of areas 1-6 be followed; for example, a title is separated from a statement of responsibility by a space, diagonal slash, space ( / ).

### 7.1 Notes on the title and statement of responsibility area

7.1.1 Notes on the title proper

7.1.1.1 Notes on the source of the title proper

- e.g. . – Cover title  
. – Title from publisher's catalogue  
. – Title from P.L. Phillips' A list of maps of America, p. 502

7.1.1.2 Notes giving variant and transliterated titles

- e.g. . – Title in left margin: Ville de Aix-les-Bains, Savoie  
. – Cover title: Schweinfurt Stadtplan  
(*Title proper on map is: Stadt Schweinfurt*)  
. – Title varies: 1921-1924, Official road map of metropolitan district; 1930-1941, Greater metropolitan district ; 1950-1963, Official road map New York and vicinity  
(*Most recent sheets have title: New York City and vicinity*)

7.1.2 Notes on the language of the item

- e.g. . – Legend in English, French and German (*Title proper is in Dutch*)  
. – Except for the title and 'La mer du Nord' the map is in English  
. – Legends in 12 languages  
. – French. Cover title in French, German and Italian. Legend in French, German, Italian, English and Dutch  
. – Greek and English. Text in Greek, English and German. Place names in Greek and romanized Greek.

7.1.3 Notes on parallel titles and other title information

&

7.1.4 Parallel titles and other title information appearing on the item may be given in a note when they cannot be fitted into area 1.

### 7.1.5 Notes on the statements of responsibility

These may include statements of responsibility not taken from the item, notes on variant or expanded names and pseudonyms, and notes on persons or corporate bodies connected with the work which cannot be fitted into the body of the entry (because, for example, their function is not specified), notes on persons or corporate bodies connected with previous editions but not with the edition in hand.

- e.g.
- . – Attributed to Blaeu by C. Koeman in: *Atlantes Neerlandici*, vol. ...., p...
  - . – By ... from the declaration of copyright deposit
  - . – Prepared by State Highway Dept. 1925-1948; prepared by General Drafting Co. 1949-1955; prepared by Engineering Services 1965; prepared by National Survey 1961-1962; prepared by State Highway Dept. 1963-1969; prepared by Dept. of Transportation 1970-
  - . – "Ground control was supplied by U.S. Coast and Geodetic Survey"
  - . – "Plotted ... by G. Petrie and D.P. Nicol, University of Glasgow, 1965. Field reconnaissance, 1962, and geomorphological interpretation by R.J. Price as part of Project No. 1469 of the Institute of Polar Studies, the Ohio State University"
  - . – Previous editions by ...  
(*This type of note should be restricted to a clear change in personal or corporate authorship, not merely a change of the name of a personal or corporate author*)

### 7.2 Notes on the edition area and the bibliographic history of the item

These may include the source of the edition statement and details of the item's relationship to other items and to other editions, including the previous publication of reprints or reissues (see 4.0).

- e.g.
- . – Copied from ...
  - . – Based on ...
  - . – Facsimile reprint from a ms. original in the National Map Collection, Public Archives of Canada
  - . – Reprod. from the map published by Nicolas Berey in Paris 1663
  - . – Reprod. of: *Johannis Hevelii Uranographia totum coelum stellatum*. Gedani, 1690
  - . – Cited in David McNeely Stauffer's *American engravers upon copper and steel* as appearing in the *Pennsylvania magazine*, June, 1775
  - . – Copy of original in Archivo General de Indias, Sevilla
  - . – "Information from official map reproduced under Government Printer's Copyright No. 4219 on 9/10/69"

### 7.3 Notes on the mathematical data area

7.3.1 For celestial charts, the first note of the mathematical data area is the note on magnitude. The "limiting magnitude" is expressed with the abbreviation "Limit. magn." or its equivalent in other languages and/or scripts, followed by a number which may reach a maximum of 22.

- e.g.
- . – Limit. magn. 3.5

7.3.2 For photography and remote sensing imagery, the first note of the mathematical data area is the note on mathematical data pertaining to this type of cartographic item.

- e.g. . – f6.016 inches, alt. (orig.) 8 000 ft  
           (*For an enlargement of an aerial photograph*)  
 . – f5.944 inches, alt. 12 000 ft  
 . – MSS Bands 3 and 4  
           (*For remote sensing image*)

### 7.3.3 Other notes related to the mathematical data area

- e.g. . – "This map is constructed by using a special projection system which gives a perspective effect while the immediate lake area remains in scale"  
 . – Scale of original 1:1 300 approx.  
           (*For an enlargement of an aerial photograph*)  
 . – Oriented with north to right  
 . – Prime meridians: Ferro and Paris  
 . – Scale departure graph: 'Statute miles Mercator projection'

## 7.4 Notes on the publication, distribution, etc., area

These may include details of other publishers and printers of the item, notes on variant publication, distribution, etc., information, notes on limited printing or distribution, and additional dates for example when there is a significant difference in the date of publication or printing and the date of the situation depicted on the item.

- e.g. . – Limited edition of 500 numbered copies  
 . – Produced as an advertisement for Bell Telephone Company  
 . – Date of information 'based on aerial photography flown in 1950 and 1951'  
 . – Based on 1961 statistics  
 . – "Map based on uncontrolled aerial photography flown 1972. Map field checked 1973"

## 7.5 Notes on the physical description area

These may include additional physical description of the item supplementing the formal statements given in area 5 and statements on particular physical peculiarities.

- e.g. . – Watermark: C & I Honig  
 . – In envelope, with title on flap  
 . – Imperfect: Eastern portion and southwest corner wanting

## 7.6 Notes on the series area

These may include notes giving information about series in which the item has been issued (see area 6) and notes on series editors.

## 7.7 Notes relating to the contents and subject matter

### 7.7.1 Note giving the title of the works contained in item with collective title (see 1.1.2.4)

- e.g. . – Contents: Les secteurs sanitaires ; Ensemble des médecins spécialistes libéraux par secteur sanitaire au 1.1.1979 ; Evolution de la densité des médecins libéraux par secteur sanitaire du 1.1.1976 au 1.1.1979

- 7.7.2 Description of insets and illustrations
- e.g. . – Insets: three maps: Structural regions ; Topographical regions ; Erosional and depositional regions. Scale 1:170 000 000 approx. 10 x 24 cm each  
. – North polar and South polar regions on polar proj. 8 cm diam. each, in left and right bottom corners  
. – Ills.: Decorative text cartouche in top left corner; peoples of the world and allegorical representations for Europe, Asia, Africa and America form the borders of the map  
. – Includes descriptive index, text, colour illustrations describing types of buoys, ships, lighthouses, fishes, birds, seaweed, sea anemones, and coral, and 9 local maps  
. – Insets at 1:50 000: Paris, Madrid, Bern, Amsterdam, London  
. – Insets with indexes: Plant City, Brandon Area, Apollo Beach, Del Webb's Sun City Center  
. – Includes insets of the Liverpool and Nottingham regions, 3 suggested tourist itineraries, distance chart, text, and advertisements
- 7.7.3 Description of sections and similar representations
- e.g. . – Cross sections A-B; C-D; and E-F along bottom margin  
. – Includes block diagram of area covered by map  
. – Includes an index map to adjacent sheets
- 7.7.4 Description of explanatory or related text on item or accompanying it
- e.g. . – Includes text describing the geology of the area covered, in English and French  
. – Includes an index of populated places and distance table  
. – Has supplement: ...
- 7.7.5 Notes on the scope of the item or matter depicted on it
- e.g. . – "Not for navigation"  
. – Shows dioceses  
. – Shows names of owners of buildings and other real estate  
. – Shows radial distances from City Hall  
. – Also shows mineral deposits  
*(Map is named 'Road map ...')*  
. – Shows southernmost extent of the midnight sun
- 7.7.6 Notes describing material on verso of the item
- e.g. . – On verso: New map of South Hadley, Mass. Scale 1:15 000  
. – Maps of 18 'Interchange layouts in Mahoning County' and maps of Craig Beach, Sebring, Beloit, Canfield, Poland, New Middletown, Washingtonville, Lowellville, Stouthers, Campbell, and Youngstown, with street index, on verso  
. – Text, indexes, colour illustrations, list of tourist facilities and radio stations, route mileage log, controlled access highway map, pictorial map, historic places map, and local route maps, on verso of some sheets  
. – On verso: text in Latin. Pagination: ii
- 7.7.7 Notes describing depiction of relief

- e.g. . – Relief shown by contours, shading and gradient tints
- . – Relief and depths shown by contours
- . – Relief shown pictorially and by shading. Depths shown by soundings and contours
- . – "Ekvidistance 50 m"
- . – Soundings in fathoms

7.7.8 Miscellaneous notes unrelated to areas 1-6

- e.g. . – "This map must be read in conjunction with the text of the official plan"
- . – Stamped on verso: West Bend Chamber of Commerce
- . – Pressure sensitive label `New' above title .
- . – Dedicated to Louis XIV, King of France

## 8 STANDARD NUMBER (OR ALTERNATIVE) AND TERMS OF AVAILABILITY AREA

### Introductory note

The area may be repeated when an item has more than one standard number

- A. because it is issued in more than one format or by more than one publisher, distributor, etc.  
*or*
- B. because it has a standard number for the individual unit and also a standard number for the whole group of which it is a part.

In both cases, the standard number that specifically identifies the item being described is given first. Other numbers (e.g. for the whole group, for other publishers) are given next, as repetitions of the area.

If the title of the whole group is given in area 6, the standard number for the whole group is not given with it but is given in area 8, with the standard number(s) for the individual unit(s).

Each standard number recorded may be followed by any qualification needed to identify it further and/or by its terms of availability and/or price, which also may be followed by a qualification. Standard numbers that are repetitions of the area must be qualified.

Standard numbers appearing on the item that relate to its bibliographic history (e.g. ISBNs for earlier editions) are not given in area 8. When considered important, they may be given in a note (see 7.2).

<b>Contents</b>	8.1	Standard number (or alternative)
	8.3	Terms of availability and/or price ( <i>optional</i> )

### Punctuation pattern

- A. The standard number (or alternative) and terms of availability area is preceded by a point, space, dash, space (. –).
- B. Terms of availability and/or price are preceded by a space, colon, space ( : ).
- C. A qualification added either to a standard number or to the terms of availability and/or price is enclosed in parentheses ( ( ) ).
- D. Each subsequent standard number (or alternative) and terms of availability statement is preceded by a point, space, dash, space, (. –) unless the areas are clearly separated by paragraphing, typography or indentation, in which case the point, space, dash, space may be omitted or replaced by a point given at the end of the preceding area.

### *Examples*

- . – ISBN (qualification) : price
- . – ISBN (qualification) : price. – ISBN (qualification) : price
- . – ISBN : price (qualification)
- . – Terms of availability

## 8.1 Standard number (or alternative)

8.1.1 The ISBN or other standard number is given when known.

8.1.2 The standard number is preceded by the letters ISBN, etc., and transcribed in accordance with the relevant standard.<sup>2</sup>

8.1.3 When a standard number is incorrectly printed on an item, the corrected number is given, if known, followed by a point, space, dash, space and the invalid number is given as it appears, with the qualification "invalid" (or its equivalent in another language and/or script) enclosed in parentheses.

e.g. . – ISBN 3-598-10478-2. – ISBN 3-597-10478-2 (invalid)

## 8.3 Terms of availability and/or price (*optional*)

8.3.1 A statement of the terms on which the item is available may be given. In the case of an item offered for sale, the price of the item is given in numerals with the official standard symbol for the currency.

e.g. : £2.05  
: 90F

8.3.2 Qualifications to the terms of availability and/or price are enclosed in parentheses.

e.g. (available from Information Canada \$1.25)  
(U.S. Government Printing Office \$2.50 (Cat. no...))

General notes relating to terms of availability and/or price may be given in area 7.

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<sup>2</sup> International Standard ISO 2108-1978(E) *Documentation – International Standard Book Numbering (ISBN)*

## APPENDIX A: MULTI-LEVEL DESCRIPTION

Multi-level description is based on the division of descriptive information into two or more levels. The first level contains information common to the whole or main item. The second and subsequent levels contain information relating to the individual parts. The process is carried out for as many levels as are required to describe fully the item and its parts.

At each level the elements of the description are given in the same order and with the same punctuation as for unitary items. Some elements may be recorded at more than one level. When the title of a part is preceded by a number or part designation, the two statements are separated by a colon, space (: ).

In ISBD(CM) the applications of multi-level description are:

- A. The description of physically separate units of a multi-part item.
- B. The description of (physically) separate items supplementary to, or accompanying, another item (see 5.4.1 and 7.7).

When there is a change of place of publication and/or name of publisher in the course of publication, the new place of publication and the name of the new publisher common to all parts of the multi-part item are added to the first level preceded by "[subsequently]" or its equivalent in other languages. A note is given at the first level, indicating when the change took place (see 7.4).

e.g. . – Paris ; [subsequently] Genève

When it is known from the outset or in the course of publication that the place of publication and name of publisher change for each part of a multi-part item, this is indicated at the first level by "[Various places] : [various publishers]" or "[Various places : various publishers]" or its equivalent in other languages, and the individual places and names of publication are given at a second or subsequent level.

e.g. International map of the world 1:1 000 000 = Carte internationale du monde au 1:1 000 000. – Scale 1:1 000 000. – [Various places] : [various publishers], 1913- . – 1 map : col.

NA 50: Oost Borneo. – Batavia : Topografische Dienst, 1935. – 46 x 68 cm

NJ 38: Tabriz. – [London] : War Office, 1931. – 47 x 65 cm

NJ 44: Ho-tien. – [Washington] : Army Map Service, 1962. – 46 x 56 cm

When all parts of a multi-part item have been published and described, the first and last dates are given at the first level (see 4.4.8 and punctuation pattern E of area 4). The dates of each part are given at a second or subsequent level.

When the multi-part item is in the course of publication, the date of the first part published, regardless of the numeric designation of the part, is given at the first level (see 4.4.8 and punctuation pattern E of area 4). The dates of each part are given at a second or subsequent level.

The statement of extent is given at the first level when all parts of a multi-part item have been published and described. In all other cases, it is given at a second or subsequent level.



*Example*

<i>Element</i>	<i>First level</i>	<i>Second level</i>
1.1 Title proper	Carte topographique, 1:25 000	18-43: Auch, Est
1.4 Other title information	: [de la France]	
1.5 Statement of responsibility	/ Institut géographique national	
2.1 Edition statement		. – Ed. 2
3.1 Scale statement	. – Scale 1:25 000	
3.2 Projection statement	; proj. conique de Lambert	
3.3 Statement of co-ordinates		. – E 0°32'16"– E 0°43'4"/N 43°44'28 "– N 43°33' 40"
4.1 Place of publication	. – Paris	
4.2 Name of publisher	: I.G.N.	
4.4 Date of publication	, 1978-	. – 1979
5.1 Specific material designation and extent	. – 1 map in 2024 sheets	. – 1 sheet
5.2 Other physical details	: col.	
5.3 Dimensions	; folded to 23 x 12 cm	; 92 x 77 cm
7 Notes	New series at 1:25 000 from 1:50 000 series: "Série bleue"	

This analysis would result in the following description:

Carte topographique, 1:25 000 : [de la France] / Institut géographique national. – Scale 1:25 000 ; proj. conique conforme de Lambert. – Paris : I.G.N., 1978- . – 1 map in 2024 sheets : col. ; folded to 23 x 12 cm. – New series at 1:25 000 from 1:50 000 series: "Série bleue"

18-43: Auch, Est. – Ed. 2. – E 0°32'16"–E 0°43'4"/N 43°44'28"–N 43°33'40". – 1979. – 1 sheet ; 92 x 77 cm

Multi-level description is one of a number of choices for the bibliographic description of parts. Solely as an illustration of the various choices resulting in descriptions on a single level, see the following examples:

A certain descriptions showing as the title proper the title common to the parts, with the titles of individual parts given in a contents note (cf. 7.7);

B certain descriptions showing as the title proper the title of each individual part, with the title common to the parts given in the series area (cf. 6.1.5);

C certain descriptions showing as the title proper a combination of (a) the title common to the parts and (b) the title of each individual part (cf. 1.1.2.5);

D certain descriptions showing *component part* analysis (cf. the IFLA *Guidelines for the application of the ISBDs to the description of component parts*).

## APPENDIX B: BI-DIRECTIONAL RECORDS

Bi-directional records are multi-script records in scripts written from left to right and scripts written from right to left.

Unless the direction of the script changes within an element, each change of script begins on a new line of the description at the appropriate margin. Prescribed punctuation is given at the start of the new element in the style required by the script, except for the prescribed point, comma or semi-colon, which are given at the end of the previous element in the style required by the script (see also 0.4 Punctuation). Thus, the point of the point, space, dash, space ( . – ) ends the previous element and the dash begins the following element on a new line at the appropriate margin.

e.g. Carte générale du Liban = خريطة لبنان

/ dressée, dessinée et imprimée par le Service géographique des F.F.L.

מפת ארץ ישראל / בעריכה נחום בן חורים

= Map of Eretz Israel (Palestine) / edited by Nahua Ben-Horim

سمنجوج مليسيا [فتا]

= Semenanjung Malaysia

جيتكن ۛ-ق. ق. ن. م. - سكيل  
; 1:1 140 480

اونجوران بنتوقينر سيروغ رتقاي ملاي. - كوالا لعقور:  
جياتن قمتاهن نكارا، 1975

Peta dunia Islam [petal = Map of the Muslim world

= فتا دنيا اسلام

/ Bahagian Ugama, Jabatan Perdana Menteri. – Skel 1:24 000 000. – Kuala Lumpur :  
Jabatan Perdana Menteri, 1976

## **APPENDIX C: SPECIFIC MATERIAL DESIGNATIONS**

The following list of specific material designations is suggested as a basis for constructing lists in English-language countries.

Definitions of the terms are not included.

atlas

diagram

globe

map

model

plan

profile

remote-sensing image

section

view

## APPENDIX D: FRENCH EXAMPLES

1. S.D.A.U. Clermont-Fd : [schéma directeur d'aménagement et d'urbanisme de Clermont-Ferrand] : esquisse 2000 / Ministère de l'Aménagement du territoire, de l'équipement, du logement et du tourisme, Direction départementale de l'équipement. – 1:50 000 (E 2°55'–E 3°21'/N 45°55'–N 45°35'). – [Paris] : Ministère de l'Aménagement du territoire, de l'équipement, du logement et du tourisme, 1974. – 1 carte : en coul. ; 100 x 73 cm, sur f. 102 x 96 cm, pliée 30 x 21 cm.  
  
Fond topographique I.G.N. [Institut géographique national]
2. [Plan d'Aix-en-Provence, Bouches-du-Rhône]. – 1:10 000 (E 5°26'/N 43°32'). – Marseille : J.L. Argaud, 1974. – 1 plan : en coul. ; 39 x 53 cm, sur f. 40 x 54 cm, plié 20 x 12 cm + notice (32 p. ; 20 x 12 cm).  
  
Au v°: Environs d'Aix, [1:47 000 env.]
3. Carte tectonique internationale de l'Afrique / Association des services géologiques africains ; Organisation des Nations Unies pour l'éducation, la science et la culture = International tectonic map of Africa / Association of African Geological Surveys ; United Nations Educational, Scientific and Cultural Organization. – 1:5 000 000. – Paris : ASGA : Unesco, 1968. – 1 carte en 9 feuilles : en coul. ; sur f. 67 x 93 cm et 67 x 97 cm + notice (54 p. ; 27 x 21 cm).
  - 1: Afrique nord-occidentale [ouest]. – (W 25°–E 5°/N 40°–N 13°). – 59 x 59 cm.
  - 2: Afrique nord-occidentale [centre]. – (E 5°–E 35°/N 40°–N 13°). – 59 x 59 cm.
  - 3: Afrique nord-orientale. – (E 34°–E 65°/N 40°–N 13°). – 59 x 65 cm.
  - 4: Afrique occidentale. – (W 20°–E 7°/N 14'–N 0°). – 30 x 59 cm.
  - 5: Afrique centrale. – (E 6°–E 35°/N 14°–S 15°). – 59 x 59 cm.
  - 6: Afrique orientale. – (E 34°–E 61 °/N 14°–S 15°). – 59 x 59 cm.
  - 7: Légende. – 59 x 59 cm.
  - 8: Afrique australe. – (E 5°–E 35°/S 13°–S 40°). – 59 x 59 cm.
  - 9: [Afrique sud-orientale ; Madagascar ; La Réunion ; Ile Maurice]. – (E 34°–E 61°/S 13°–S 26°). – 32 x 59 cm.
4. Internés, déportés, fusillés, victimes civiles de l'Allier / carte dressée par M. Naudin et M. Rougeron, correspondants départementaux du Comité d'histoire de la 2e guerre mondiale. – [1:266 000 env.] (E 2°15'–E 3°59'/N 44°37'–N 45°57'). – [Paris : Comité d'histoire de la 2e guerre mondiale], 1972. – 1 carte : en coul. ; 40 x 52 cm, sur f. 44 x 57 cm.

La carte est inférieure à la surface délimitée par les points de coordonnées

5. Vallée de la Saône : carte des sols des zones témoins / I.N.R.A. ; cartes dressées par F. Bailey. – 1:25 000. – Dijon : I.N.R.A., 1973. – 1 carte : en coul. ; 43 x 68 cm, sur f. 50 x 70 cm.
- Zone d'Aisey et Richecourt, zone de Chaux-les-Port, zone de Gésincourt-Aboncourt, zone de Fedry et zone d'Apremont. – Coordonnées non déterminables. – Fond topographique I.G.N. [Institut géographique national]
6. Maroc touristique : carte routière au 1:1 000 000 / dressée par la Société des éditions Marcus. – 1:1 000 000 (W 12°55'–W 1°45'/N 35°47'–N 27°58'). – Paris : Marcus, 1974. – 1 carte : en coul. ; 74 x 125 cm, sur f. 79 x 126 cm, pliée 20 x 13 cm.
- "Tableau schématique des distances kilométriques entre les principales villes du Maroc par les routes les plus directes". – Carton: "Quelques circuits touristiques".
7. Saint-Georges-de-Didonne, 17110 : [Charente-Maritime]. – 2e éd. – [1:12 000 env.] (W 1°00'/N 45°36'). – Marly-le-Roi : L. Petit, 1974. – 1 plan : en coul. ; 27 x 42 cm, sur f. 30 x 43 cm, plié 16 x 12 cm + notice (56 p. ; 16 x 12 cm). – (Petit Plan Petit).
- Au v°: Répertoire des rues, des terrains de camping, des colonies et maisons de vacances
8. Plan de Paris à vol d'oiseau / original dressé et dessiné par G. Peltier de 1920 à 1940. – Réfection en 1974 par André Charon. – [1:7 000 env.] (E 2°20'/N 48°52'). – Paris : Blondel La Rougery, 1974. – 1 plan en 2 feuilles : en coul. ; chaque f. 128 x 87 cm, sur f. 132 x 91 cm.
9. Vraie description des Gaules, avec les confins d'Allemagne & Italie / Jean Jolivet. – [1:2 000 000 env.] (W 5°05'–E 12°29'/N 51°04'–N 41°54'). – Paris : Hier et demain, 1974. – 1 carte : en coul. ; 60 x 92 cm, sur f. 70 x 100 cm + texte (8 p. ; 33 x 25 cm).
- Reprod. en fac-sim. de l'éd. de 1570 conservée à la Bibliothèque nationale, Département des Cartes et plans sous la cote [Rés. Ge C 4877], avec un texte de Edmond Pogon. – Dans un étui.
10. Saint-Malo, 35 : [Ille-et-Vilaine]. – 1ère éd. – [1:11 000 env.] (W 2°01'/N 48°39'). – Hennebont : MAJAC, 1972. – 1 plan : en coul. ; 72 x 44 cm, sur f. 88 x 67 cm, plié 16 x 12 cm + notice (32 p. ; 16 x 12 cm). – (Plan Guide MAJAC).
11. Europe politique / par P. Kaepelin, ... et E. Bruley, ... – 1:5 000 000 (W 9°27'–E 54°29' / N 70°59'–N 35°00'). – Paris : Hatier, [1962]. – 1 carte r°-v° : en coul. ; 90 x 113 cm, sur f. 101 x 122 cm. – ([Collection des cartes murales de la librairie Hatier] ; 14-14 bis).
- Au v°: Carte muette. – Carton: "L'Europe dans le monde". – 1962 d'après la déclaration du dépôt légal imprimeur

## MULTI-LEVEL DESCRIPTION

1. Carte aéronautique au 1:500 000 / O.A.C.I. – 1:500 000 ; proj. conique conforme de Lambert, parallèles d'échelle conservée 45° et 49°. – Paris : I.G.N., 1974- . – 1 carte en 7 feuilles : en coul. ; chaque f. 82 x 108 cm, sur f. 89 x 127 cm.

Légende en français et en anglais. – Dans la marge, tableau d'assemblage

- 4:     Dijon. – 13e éd. – (E 1°30'–E 8°30' /N 49°00'–N 45'15'). – 1984.
- 5:     Toulouse. – 13e éd. – (W 2°30'–E 4°00'/N 45°15'–N 42'15'). – 1984.
- 6:     Marseille. – 13e éd. – (E 1°20'–E 7°50' /N 45°45'–N 42°15'). – 1984.
- 7:     Ajaccio. – 13e éd. – (E 5°00'–E 11°30'/N 44°30'–N 41°00'). – 1984.
2.     Carte internationale du monde = International map of the world. – 1:1 000 000. – [Lieux divers] : [éditeurs divers], 1913- . – 1 carte en 2122 feuilles : en coul. ; formats divers.
- Chaque coupure porte un titre parallèle dans la langue du pays d'édition.
- NA 50: Oost Borneo. – (E 114°–E 120°/N 4°–N 0°). – Batavia : Topographical Service, 1935. – 49 x 69 cm, sur f. 74 x 91 cm.
- NJ 38: Tabriz. – (E 41°–E 48°/N 40°–N 36°). – [London] : War Office, 1931. – 46 x 64 cm, sur f. 69 x 80 cm.
- NQ 32/34: Kiruna – 2e éd. – (E 9°–E 25°/N 69°–N 64°). – Stockholm : Svenska Reproduktions AB, 1970. – 57 x 80 cm, sur f. 74 x 82 cm.

## APPENDIX E: ENGLISH EXAMPLES

1. 3,000 plus : a wallchart of Scottish peaks over 3,000 feet / designed and drawn by G.D. Henderson. – [1:315 000 approx.] – Edinburgh : J. Bartholomew, cop. 1982. – 1 map : col. ; 95 x 70 cm.

Based on information from Munro's tables 1981 published by the Scottish Mountaineering Trust. – Includes a list of the 3000 ft tops in order of altitude, height in metres.

2. Middle East / J. Bartholomew & Son. – 1:4 000 000 ; conic proj. – Edinburgh : Bartholomew, cop. 1985. – 1 map : col. ; 71 x 93 cm. folded in cover 26 x 14 cm. – (World travel map). – ISBN 0 7028 0337 5.

3. Dyfed : administration areas / Cartographic Services, Welsh Office. – [ 1:250 000 approx.]. – [Cardiff?] : Cartographic Services, Welsh Office, cop. 1983. – 1 map ; 46 x 51 cm.

Shows County, District and Community boundaries as at 1st April 1983. – Districts granted Borough status under the Local Government Act are identified by (B) placed adjacent to the name. – Based on the Ordnance Survey map.

4. Routeplanner : [Great Britain] / Ordnance Survey. – [Ed.] Z. – 1:625 000 (W 8°00'–E 1°20' / N 60°50'–N 49°55'). – Southampton : Ordnance Survey, cop. 1986. – 1 map : both sides, col., 159 x 99 cm on sheet 84 x 106 cm.

Includes insets of major urban areas, insets showing National Parks etc., selected motorway junctions and a road distances table.

5. Assessment of climatic factors in land capability for agriculture in Scotland / Macaulay Institute for Soil Research. – 1:625 000. – Aberdeen : Macaulay Institute for Soil Research, cop. 1982. – 1 map : col. ; 72 x 87 cm folded in cover 23 x 14 cm.

Cover title : Land capability for agriculture in Scotland, map of climatic guidelines. – At head of cover title : Soil Survey of Scotland.

6. B.N.O.C. U.K. continental shelf licence interests, 31st December 1981 / cartography by BNO Exploration Drawing Office. – [1:2 000 000 approx.]; Lambert conical orthomorphic proj. two standard parallels (W 15°–E 6°/N 64°–N 48°). – Glasgow : British National Oil Corporation, [1982?]. – 1 map : col. ; 93 x 54 cm.

7. Cotswold : [tourist map] / made and published by the Ordnance Survey. – [Ed.] A [bar, star]. ; reprinted with major changes and extended to include Chipping Norton. – 1:63 360. – Southampton : Ordnance Survey, cop. 1985. – 1 map : col. ; 188 x 79 cm. – (One inch to one mile tourist map / Ordnance Survey).

8. Germany = Deutschland = Germania = Allemagne = Alemanía / Philip International. – 1:1 000 000 (E 5°–E 14°/N 55°–N 47°). – London : George Philip, cop. 1976. – 1 map : col. ; 96 x 85 cm, folded to 25 x 13 cm. – (Road map = Carta automobilistica = Carte Routière = Mapa de Carreteras ; 3)



9. 1:10,000 Barbados, OSD 218 / 1 / prepared by the Overseas Survey Directorate, Ordnance Survey. – Ed. 1-OSD 1986. – 1:10 000. – Southampton : Government of the United Kingdom (Ordnance Survey) for the Government of Barbados, 1986. – 1 map in 12 sheets : col. ; 90 x 90 cm each or smaller.
10. Pooley's planning chart : United Kingdom and Ireland : aerodromes, helipads, navigational aids, lower airspace radar service. – 1986 Pooley's flight guide [ ed.]. – 1:1 000 000 ; Lamberts conformal conical proj. (W 11°–E 3°/N 60°–N 50°). – Elstree : Robert Pooley with the assistance of Decca Navigation, 1986. – 1 map : both sides, col ; 117 x 89 cm on sheet 60 x 89 cm.
11. Hertfordshire from space. – 1:100 000. – Borehamwood : Hunting Surveys and Consultants in association with Hertfordshire County Council, 1986. – 1 map : col. ; 58 x 66 cm.  
  
A computer enhanced Landsat image of Hertfordshire prepared from the red, green and blue bands of the Thematic Mapper sensor on board Landsat 5.
12. Explore around the Thames : a practical guide to the non-tidal Thames / for all river users from B.C.M. Publications. – Pocket ed. – [Walton-on-Thames?] : B.C.M. Publications, cop. 1985. – 6 maps on 1 sheet : col ; 13 x 61 cm or smaller on sheet 55 x 82 cm folded in cover 19 x 15 cm. – (Navigation maps for road and river ; no. 1).  
  
Includes 8 town plans. – Backed by a map showing the source of the Thames, text and illustrations. – ISBN 0 950 7585 2 3.
13. Tectonic map of the Scotia Arc, BAS (Misc) 3 / British Antarctic Survey, University of Birmingham, Lamont-Doherty Geographical Observatory of Columbia University. – Ed 1. – 1:3 000 000 ; oblique aspect azimuthal equidistant proj. (W 80°–W 60°/S 50°–S 70°). – Cambridge : British Antarctic Survey, 1985. – 1 map : col, ill ; 85 x 115 cm.  
  
Includes geological sections, text and list of references.

## MULTI-LEVEL DESCRIPTION

1. 1:50 000 Landranger series, series M726 / Ordnance Survey. – 1:50 000 ; Transverse Mercator proj. – Southampton : Ordnance Survey, 1974- . – 1 map in 203 sheets : col., sheets 89 x 100 cm. – (Second series).  
  
120 : Mansfield and the Dukeries. – Ed. 4-GSGS, [Ed.] A [bar, bar, star], reprinted with major changes and metric contours. – (W 1°24'–W 0°49'/53°24'–N 53°04'). – cop. 1985.  
  
161 : Abergavenny and the Black Mountains. – Ed. 4-GSGS, [Ed.] A. – (W 3°19'–W 2°45'/N 52°06'–N 51°45'). – cop. 1984.  
  
166 : Luton & Hertford. – Ed. 7-GSGS, [Ed.] A [bar star, bar star, bar star, bar star], reprinted with major changes. – (W 0°33'–W 0°01'/N 51°59'–N 51°38'). – cop. 1984.  
  
170 : Vale of Glamorgan & Rhondda. – Ed. 4-GSGS, [Ed.] A [bar star, bar star], reprinted with major changes. – (W 3°53'–W 3°19'/N 51°44'–N 51°23'). – cop. 1984.

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